

AGENDA
EAGAR TOWN COUNCIL
WORK SESSION
&
REGULAR MEETING
MARCH 1, 2016



**NOTICE OF A WORK SESSION OF THE TOWN OF EAGAR
MARCH 1, 2016
6:00 P.M.
COUNCIL CHAMBER, 22 WEST 2ND STREET**

PURSUANT TO A.R.S. 38-431.02, NOTICE IS HEREBY GIVEN TO THE MEMBERS OF THE TOWN COUNCIL OF THE TOWN OF EAGAR AND THE GENERAL PUBLIC THAT THE TOWN COUNCIL WILL HOLD A **WORK SESSION OPEN TO THE PUBLIC ON TUESDAY, MARCH 1, 2016, BEGINNING AT 6:00 P.M., IN THE COUNCIL CHAMBERS LOCATED AT 22 W. 2ND STREET, EAGAR, ARIZONA.**

AGENDA

1. WORK SESSION TO DISCUSS THE FISCAL YEAR 2016-2017 TENTATIVE BUDGET

IF ANYONE WISHING TO ATTEND THIS MEETING HAS SPECIAL NEEDS DUE TO A DISABILITY, PLEASE CONTACT THE TOWN CLERK AT 928-333-4128 TWENTY-FOUR HOURS PRIOR TO THE MEETING AND ACCOMMODATIONS WILL BE PROVIDED. ANYONE NEEDING INFORMATION ON THE CURRENT MEETING, PLEASE CONTACT THE TOWN CLERK AT 928-333-4128.

POSTED BY: EVA WILSON

Date: February 25, 2016
Time: 4:00 P.M.



NOTICE OF THE REGULAR MEETING OF THE TOWN OF EAGAR
MARCH 1, 2016
7:00 P.M.
COUNCIL CHAMBER, 22 WEST 2ND STREET

PURSUANT TO A.R.S. 38-431.02, NOTICE IS HEREBY GIVEN TO THE MEMBERS OF THE TOWN COUNCIL OF THE TOWN OF EAGAR AND THE GENERAL PUBLIC THAT THE TOWN COUNCIL WILL HOLD A **REGULAR MEETING OPEN TO THE PUBLIC ON TUESDAY, MARCH 1, 2016, BEGINNING AT 7:00 P.M., IN THE COUNCIL CHAMBERS LOCATED AT 22 W. 2ND STREET, EAGAR, ARIZONA.**

AGENDA

1. WELCOME AND CALL MEETING TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. INVOCATION

5. SUMMARY OF CURRENT EVENTS

- A. MAYOR
- B. COUNCIL
- C. STAFF

6. OPEN CALL TO THE PUBLIC

ANY CITIZEN DESIRING TO SPEAK ON A MATTER **THAT IS NOT** SCHEDULED ON THE AGENDA MAY DO SO AT THIS TIME. COMMENTS SHALL BE LIMITED TO 3 MINUTES PER PERSON AND SHALL BE ADDRESSED TO THE TOWN COUNCIL AS A WHOLE, AND NOT TO ANY INDIVIDUAL MEMBER. ISSUES RAISED SHALL BE LIMITED TO THOSE WITHIN THE JURISDICTION OF THE TOWN COUNCIL. PURSUANT TO THE ARIZONA OPEN MEETING LAW, THE TOWN COUNCIL CANNOT DISCUSS OR ACT ON ITEMS PRESENTED AT THIS TIME. AT THE CONCLUSION OF THE CALL TO THE PUBLIC, INDIVIDUAL TOWN COUNCIL MEMBERS MAY (1) RESPOND TO CRITICISM MADE BY THOSE WHO HAVE ADDRESSED THE PUBLIC BODY; (2) ASK STAFF TO REVIEW A MATTER AND (3) ASK THAT A MATTER BE PLACED ON A FUTURE AGENDA.

7. CONSENT AGENDA

- A. APPROVAL OF MINUTES OF EAGAR TOWN COUNCIL MEETING(S) HELD FEBRUARY 2016 (EVA WILSON)
- B. APPROVAL OF JANUARY 2016 NATIONAL BANK OF ARIZONA TRANSMITTALS, CHECKS WRITTEN, PAYROLL DIRECT DEPOSIT VOUCHERS, AND CREDIT CARD PURCHASES (KATIE BRADY)
- C. ACCEPTANCE OF JANUARY 2016 FINANCIAL REPORT AND SALES TAX REPORT (KATIE BRADY / TAMI RYALL)
- D. APPROVAL OF RESOLUTION 2016-03 APPROVING THE APPLICATION FOR MOTORIZED AND NON-MOTORIZED PROGRAM GRANT FOR THE APACHE COUNTY COUNTYWIDE TRAIL (JEREMIAH LOYD)

- E. APPROVAL FOR THE TOWN OF EAGAR TO ENTER INTO AN AGREEMENT WITH J2 ENGINEERING FOR ARCHITECTURAL/ENGINEERING SERVICES FOR THE EAGAR INDUSTRIAL PARK MASTER PLAN AND ANALYSIS (JEREMIAH LOYD)

8. UNFINISHED BUSINESS

- A. DISCUSSION, CONSIDERATION, AND SECOND READING OF ORDINANCE 2016-01 AMENDING THE EAGAR TOWN CODE TITLE 18 – GENERAL PROVISIONS REFERRING TO MANUFACTURED HOUSING PLACEMENT (JEREMIAH LOYD)

9 NEW BUSINESS

- A. DISCUSSION AND FIRST READING OF ORDINANCE 2016-02 AMENDING TITLE 13, CHAPTER 13.60 SECTION 13.60.090 CEMETERY, MEMORIALS AND HEADSTONES; DECORATION OF PLOTS (BECKY CROSBY / EVA WILSON)

10. SIGNING OF DOCUMENTS

11. ADJOURNMENT

THE PUBLIC IS WELCOME TO PLACE ITEMS ON THE COUNCIL AGENDAS WITH THE APPROVAL OF THE MAYOR OR TOWN MANAGER. A "PROPOSED AGENDA ITEM" REQUEST FORM IS AVAILABLE IN THE TOWN CLERK'S OFFICE OR AT WWW.EAGARAZ.GOV UNDER THE COUNCIL AND CLERK LINKS. ALL REQUESTS ARE DUE INTO THE TOWN CLERK'S OFFICE BY WEDNESDAY AT 12:00 NOON THE WEEK PROCEEDING THE COUNCIL MEETING. REGULAR COUNCIL MEETINGS ARE HELD ON THE 1ST TUESDAY, AND 3RD TUESDAY OF THE MONTH AS BUSINESS ALLOWS.

IF ANYONE WISHING TO ATTEND THIS MEETING HAS SPECIAL NEEDS DUE TO A DISABILITY, PLEASE CONTACT THE TOWN CLERK AT 928-333-4128 TWENTY-FOUR HOURS PRIOR TO THE MEETING AND ACCOMMODATIONS WILL BE PROVIDED. ANYONE NEEDING INFORMATION ON THE CURRENT MEETING, PLEASE CONTACT THE TOWN CLERK AT 928-333-4128.

POSTED BY: EVA WILSON

Date: February 25, 2016

Time: 4:00 P.M.

**MINUTES
EAGAR TOWN COUNCIL
REGULAR MEETING
22 W. 2nd St., Eagar, AZ
February 2, 2016 - 7:00 P.M.**

Mayor Bryce Hamblin called the Regular Council Meeting to order and welcomed those present. Mayor Hamblin stated that all Councilmembers are present. Mayor Hamblin led the Pledge of Allegiance and Allen Browning offered the invocation.

COUNCIL PRESENT: Bryce Hamblin, Mayor
James Nelson, Jr., Vice Mayor
Debra Seeley
Steve Erhart
Allen Browning
Winslow McNeill
John O. Phelps

STAFF PRESENT: Tami Ryall, Town Manager
Bruce Ray, Public Works Director
Katie Brady, Finance Manager
Eva Wilson, Town Clerk
Frank Adams, Fire Chief
Mike Sweetser, Interim Police Chief
Jeremiah Lloyd, Community Development Administrator
Doug Brown, Town Attorney

ITEM #5: SUMMARY OF CURRENT EVENTS

A. MAYOR

None.

B. COUNCIL

Councilor Debra Seeley reported that she attended the Regional Trail Committee meeting and encouraged others to attend these meetings as they are interesting and informative. The Paiute Trail in Utah is similar to the direction the Committee is following.

C. STAFF

Town Manager Tami Ryall advised the Council of the following:

- The Council Chambers and adjoining side room have been freshly painted.
- The Town is participating with the Library in the Art Loan Program for rotation, after the Round Valley Library, to display local artist's creations.

- Regional Geocaching Event timeframe has been set for fall 2016 with the culmination to be held at the Round Valley Dome.
- The Town has received notification that the Worker's Compensation rates for 2016 will decrease; a big accomplishment on the part of the Eagar Safety Committee and employee efforts.
- Cupcakes are available for all tonight in recognition of Mayor Hamblin's birthday.

ITEM #6: OPEN CALL TO THE PUBLIC

None.

ITEM #7: PRESENTATIONS

A. PRESENTATION OF CITIZEN COMMENDATIONS FOR UNWAVERING WILLINGNESS AND BRAVERY IN ASSISTING FELLOW CITIZENS

Fire Chief Frank Adams stated that on the night of January 1, 2016, a house fire was reported at the 700 block of North Main Street in Eagar. Two children and a dog were trapped inside the home. Two community members stopped and provided assistance in getting everyone out of the house. The two community members, Brian Rolph and Michael Whitmore, risked their lives to enter a building full of smoke to find the two children and dog. It is because of their selfless actions that a child and the dog were rescued.

At this time the Fire Department would like to present to Brian Rolph and Michael Whitmore a Life Saving Award for their actions that night. *"In recognition of your selfless actions on the night of January 1, 2016, placed in a dangerous situation you were able to save the life of a child, and your actions will always be remembered."*

B. PRESENTATION OF THE SAFEGUARD AND SERVE WITH HONOR AND VALOR AWARDS

Interim Police Chief Michael Sweetser would like to present the Safeguard and Serve with Honor and Valor Award for the 4th quarter of 2015 for the handling of the tragic officer involved shooting on November 25, 2015.

Eagar Police Officer Steven Jones was the Acting Sergeant at that time and responded to the scene immediately assisting the officers involved with the subject who had been shot and then secured the scene to ensure the integrity of the scene for investigation.

Upon being notified of the situation Interim Chief Michael Sweetser was unable to readily respond to the area as he was six hours away. He contacted Chief Dan Brown and requested his assistance from St. Johns Police Department. Chief Brown immediately responded and alleviated some of the duties Officer Jones was trying to work. In doing this, the

investigation of the incident was conducted timely and efficiently by the outer agencies conducting the investigation.

The Safeguard and Serve with Honor and Valor Award is presented to Officer Steve Jones and Chief Dan Brown for their efforts put forth to ensure that the incident was handled properly and professionally.

C. UPDATE FROM SALT RIVER PROJECT REGARDING THE REGIONAL HAZE RULE

Dan Bevier, Plant Manager for the Coronado Generating Station in St. Johns, stated that his associates would be giving an updated status of the efforts to comply with the Environmental Protection Agency's (EPA) Regional Haze Federal Implementation Plan (FIP). He introduced Jason Baran, Manager of Public Relations.

Mr. Baran stated that the 2012 EPA Regional Haze FIP has generated activity at coal-fired generation power plants over the last few years and there will be additional activity occurring in the next couple of years as Salt River Project (SRP) moves toward hurdling the various EPA regulations. The Coronado Generating Station is a significant resource to Apache County; it's an important resource to SRP on a generating aspect and within their electrical system. Therefore, they have been expending a lot of effort to ensure a long life for that facility: its productivity for SRP, and that it remains a great asset for these communities.

In the past few years SRP has spent approximately \$500 million on emissions control. In 2012 the new regional haze rule came along and another round of emissions control was implemented on Unit 1 for approximately \$100 million. During these events the Clean Power Plan surfaced which initially would have closed down all the coal-generation assets in the State of Arizona. With some push back the original plan has changed significantly in favor of coal generated power. However, compliance is still a challenge and SRP is working on a two or three year process to develop a plan for a workable solution. There is still considerable uncertainty how the plan will affect SRP within the timing. SRP will be proposing an alternative to the EPA and the State Department of Environmental Quality (DEQ) to push off the decision about regional haze, and clarify how the coal power plants work, in hopes of preserving the employment and tax base through the local facility. SRP will annually work on a short period of curtailment. Unit 2 which is under a consent decree will continue to operate normally. During the winter time Unit 1 will undergo planned maintenance and upgrade activities.

This plan will meet the demand by the EPA while preserving the appointed implications. In next few months SRP will be filing for permits and applications to EPA and DEQ to revise the state implementation plan to accept the proposed operating procedure towards alignment of the various rules that are going forward. Public engagement is planned for this process in Apache County.

Councilor Steve Erhart asked how far out the decision will be placed. Mr. Baran stated the proposed actions by SRP are intending to delay decisions until 2026. SRP expects 2018 for a

final state plan moving forward and anticipates a sense for the path before then with resource and compliance considerations. Mechanisms installed by 2029.

Councilor Winslow McNeill asked if there is a website or resource available to the public to access accurate information regarding this issue. In reply there is not an active resource for this information, but Mr. Baran will give his contact information to the Council for any questions or concerns. Mr. Bevier will be a source of information for the Council as well.

D. PRESENTATION FOR BEAUTIFICATION OF BUTLER 2ND – 5TH AVENUES

Dr. Scott Hamblin's PowerPoint presented the proposal of The Elks Trail: Path to Wellness, a project proposed by the Community Wellness Coalition. The Coalition has been active since 2008 made up of interested healthcare providers, and community residents and businesses with a vision to be recognized as a model community for fitness and wellness in Arizona. In the past the Coalition has partnered with many organizations and agencies that have been involved in prior projects such as the community garden, exercise programs in the schools, and purchase of exercise balls for classrooms.

Photos were displayed showing the proposal to beautify the right-of-way on Butler Street between 2nd and 5th Avenues. One showed trees, shrubbery and grass, while the other showed trees, shrubbery and gravel. The paved Elk Trail accesses schools and Ramsey Park and has the potential to be widely used by children and families. The Elk Trail can become a path of wellness as it becomes a more desirable place for foot traffic, families can become more fit. The Coalition would like to provide a unified vision with the Family Values Coalition and Wellness Coalition to partner with the Town of Eagar in a project to plant and maintain trees and shrubs along the Elk Trail right-of-way. The proposal includes inviting families, individuals, school clubs and other organizations to purchase and plant a tree according to a pre-determined master plan approved by the Town of Eagar and the Coalition.

Recognizing the need for sustainability the Coalition is asking the Town's cooperation in establishing an irrigation system and maintenance plan to include:

- Provide water;
- Install water system;
- Maintain the water system and plantings;

The Coalition is asking the Council to consider this proposal and to give the Coalition direction by March to make the necessary arrangements for fundraising and tree adoption programs.

Mayor Hamblin asked Town Manager Ryall when the next tree grant would be available and if it includes irrigation. It was determined grants can be available in the next few months and the grants are only for the purchase of trees. Mayor Hamblin advised Dr. Hamblin that this issue could be discussed at a Council Planning Session taking place on February 5, 2016.

E. UPDATE ON A PROPOSED VETERAN MONUMENT

Will not present tonight.

F. PRESENTATION OF THE EAGAR FIRE DEPARTMENT ANNUAL REPORT

Fire Chief Adams highlighted activities from 2015:

- Burn permits issued, 281
- Responded to calls, 250
- Medical assists, 66
- General service calls, including community services, 71
- Mutual aid responses, 12
- Value of property loss, \$129,000
- Value of property saved, \$633,230

The fire department assisted with nine wildfire assignments with revenues of \$126,125, and five assignments turned down due to lack of manpower.

The department is fortunate to have extensive experience on the department with Mike Norman receiving a 30-year award last year and other member such as Pat Beard with 29 years, Mary Nuttall with 23 years, and Albert Pena at 20 years this year. There is also consistency and experience with the newer members increasing their years of service as well.

The Fire Department was an active participant in the area's events and activities by participating in parades, 4th of July activities, and Eagar Days which are highlights of their service to the community.

One of the most notable achievements of the Fire Department was to undergo an evaluation for ISO Rating, which is related to homeowners insurance premiums, receiving a score of 4-4Y from a 5-8B. The change in the ISO Rating will not change much in what citizens pay for insurance but it will help keep insurance premiums low. An ISO Rating of 10 makes it difficult to obtain insurance while a four is really good, there are few department's with a rating of one which is the best score possible.

The department will continue with community activities on all levels and continue with fire prevention efforts; social media will also be used more extensively. The Fire Department will continue to seek grants to supplement the budget and purchase equipment.

ITEM #8: CONSENT AGENDA

A. APPROVAL OF MINUTES OF EAGAR TOWN COUNCIL MEETING(S) HELD JANUARY 2016

- B. APPROVAL OF DECEMBER 2015 NATIONAL BANK OF ARIZONA TRANSMITTALS, CHECKS WRITTEN, PAYROLL DIRECT DEPOSIT VOUCHERS, AND CREDIT CARD PURCHASES
- C. ACCEPTANCE OF DECEMBER 2015 FINANCIAL REPORT AND SALES TAX REPORT
- D. APPROVAL OF RESOLUTION 2016-01 ADOPTING THE SECURITY BENEFIT 457 DEFINED CONTRIBUTION PLAN IN COMPLIANCE WITH THE INTERNAL REVENUE SERVICE REGULATIONS
- E. APPROVAL OF RESOLUTION 2016-02 ADOPTING THE ICMA-RC 457 DEFINED CONTRIBUTION PLAN IN COMPLIANCE WITH THE INTERNAL REVENUE SERVICE REGULATIONS
- F. APPROVAL TO ALLOW FOR THE SOLICITATION OF BIDS FOR A CHIP SEAL PROJECT OF JUNIPER STREET NOT TO EXCEED \$35,000 AND TO ALLOW THE TOWN OF EAGAR TO ENTER INTO A CONTRACT WITH THE LOWEST RESPONSIBLE BIDDER
- G. APPROVAL TO REENTER INTO A LEASE AGREEMENT WITH THE BOYS AND GIRLS CLUB OF ROUND VALLEY FOR THE TOWN FACILITY AT 216 EAST 2ND AVENUE, EAGAR
- H. ACCEPTANCE OF THE 2016 CALENDAR OF REGULAR EAGAR COUNCIL MEETINGS

Mayor Bryce Hamblin would like to remove Item G from the Consent Agenda.

Councilor Steve Erhart moved to approve the Consent Agenda with the exception of Item G. Councilor Winslow McNeill seconded; all were in favor, motion carried unanimously. 7-0

DISCUSSION AND CONSIDERATION OF:

- G. APPROVAL TO REENTER INTO A LEASE AGREEMENT WITH THE BOYS AND GIRLS CLUB OF ROUND VALLEY FOR THE TOWN FACILITY AT 216 EAST 2ND AVENUE, EAGAR

Mayor Hamblin requested three changes to the Lease Agreement: Paragraph 1 striking the last sentence; Paragraph 4 Section C adding “based on inability to pay” referring to the scholarship program in the last sentence; and Paragraph 5 Section C striking the last sentence.

Vice-Mayor James Nelson, Jr. moved to reenter into a Lease Agreement with the Boys and Girls of Round Valley for the town facility at 216 East 2nd Avenue with the noted changes. Councilor Steve Erhart seconded; all were in favor, motion carried unanimously. 7-0

ITEM # 9: UNFINISHED BUSINESS

None.

ITEM #10: NEW BUSINESS

A. DISCUSSION, CONSIDERATION, AND FIRST READING OF ORDINANCE 2016-01 AMENDING THE EAGAR TOWN CODE TITLE 18 – GENERAL PROVISIONS REFERRING TO MANUFACTURED HOUSING PLACEMENT

Community Development Administrator Jerimiah Loyd advised the Council that the Planning and Zoning Commission has recommended changes to the Municipal Code Title 18. This change removes the concrete pad for manufactured homes which was peculiar to Eagar's code. The Office of Manufactured Housing requires that concrete pads have an engineered plan for other than preset manufactured homes; by the Town requiring the concrete pads, it would require engineering, doubling costs.

The Planning and Zoning Commission also recommends changing the code to four-inch eaves from six-inch eaves as manufactured homes are installed with four-inch eaves.

An additional change is strike the definition of the finished floor as the current language relates to manufactured homes resisting floatation that are set in coastal areas.

ITEM #11: EXECUTIVE SESSION

A. EXECUTIVE SESSION AS ALLOWED BY A.R.S. § 38-431.03.A7 DISCUSSION OR CONSULTATION WITH DESIGNATED REPRESENTATIVES OF THE PUBLIC BODY IN ORDER TO CONSIDER ITS POSITION AND INSTRUCT ITS REPRESENTATIVES REGARDING NEGOTIATIONS FOR THE PURCHASE, SALE OR LEASE OF REAL PROPERTY – 578 NORTH MAIN STREET, EAGAR, AZ

Vice-Mayor James Nelson, Jr. moved to enter into Executive Session. Councilor Steve Erhart seconded; all were in favor, motion carried unanimously. 7-0

RECONVENE INTO REGULAR SESSION

B. DISCUSSION AND CONSIDERATION TO ENTER INTO NEGOTIATIONS FOR THE SALE OR LEASE OF REAL PROPERTY AT 578 NORTH MAIN STREET, EAGAR, AZ

Mayor Bryce Hamblin moved to reconvene into Regular Session [at 7:58 p.m.] Councilor John Phelps seconded; all were in favor, motion carried unanimously. 7-0

No action taken was taken.

ITEM #12: SIGNING OF DOCUMENTS

Necessary signatures were obtained for the Minutes of January 2016; the December 2015 Financial Pages; Resolutions 2016-01 and 2016-02; and Boys and Girls Club Lease Agreement (with noted changes).

ITEM #13: ADJOURNMENT

Councilor Winslow McNeill moved to adjourn the meeting [at 7:58 p.m.] Councilor Steve Erhart seconded; all were in favor, motion carried unanimously. 7-0

Attest: _____

Mayor: _____

Vice-Mayor: _____

Council: _____

CERTIFICATION OF COUNCIL MINUTES

I hereby certify that the foregoing minutes is a true and correct copy of the minutes of the Regular Council Meeting of the Town of Eagar, Arizona held on February 2, 2016. I further certify that the meeting was duly called and held and that a quorum was present.

Eva M. Wilson, Town Clerk

**MINUTES
EAGAR TOWN COUNCIL
PLANNING SESSION
22 W. 2nd St., Eagar, AZ
February 5, 2016 – 12:00 P.M.**

Mayor Bryce Hamblin called the Planning Session to order.

COUNCIL PRESENT: Bryce Hamblin, Mayor
James Nelson, Jr., Vice Mayor
Steve Erhart
John O. Phelps
Allen Browning
Debra Seeley
Winslow McNeill

STAFF PRESENT: Tami Ryall, Town Manager
Bruce Ray, Public Works Director
Eva Wilson, Town Clerk
Frank Adams, Fire Chief
Katie Brady, Finance Manager
Michael Sweetser, Interim Police Chief
Jeremiah Loyd, Community Development Administrator

1. PLANNING SESSION TO DISCUSS THE GOALS AND OBJECTIVES OF THE TOWN OF EAGAR

Mayor Hamblin turned the time over to Town Manager Tami Ryall.

Review of Board and Committee Assignment List

Ms. Ryall received affirmation that all Councilors are content in their Board or Committee assignments for 2016.

Recap of year's accomplishments

Each department administrator gave a brief summarization of their department's accomplishments in a PowerPoint Presentation filed with this date's Council packet materials.

After the Fire Department's presentation, Mayor Hamblin asked for the breakdown for wildland fire assignments. Ms. Ryall stated she will assemble this information and have it available for Council at the next Council meeting.

Financial Overview and Introduction to the FY 2016-2017 Budget Policy Discussion

Ms. Ryall presented the information for the budget goals and objectives from the PowerPoint Presentation. Fiscal year 2016-17 revenues by fund showed that the Town's revenues are 50% General Fund Revenue, 19% HURF Revenue, and 31% Utility Revenue. General Fund sales tax revenue at 34% and state shared revenues at 54% provide the majority of the Town's funding. Budget by function has a new category for debt and this is worked into the budget at 8%. Public Safety continues to consume much of the General Fund funding at 52% with General Administration at 35%.

The GADA Bond will be callable in 2017 with the composition of water at \$596,250, sewer at \$596,250, General Fund at \$643,950, and HURF at \$548,550. The LGIP balance with paying of Ramsey North and half of the WIFA bond for sewer is currently at a little over \$1 million. And the LGIP composition sits at \$526,703 for HURF, \$394,708 for General Fund and \$80,721 for WIFA reserves.

Overview of Industrial Park Masterplan and Economic Development Discussion

The Town has received a USDA grant for \$50,000 to develop a masterplan for 460 acres for the Eagar Industrial Park and adjacent area. The grant allows for a scoping process and stakeholder involvement.

Discussion also included gathering ideas on further economic development with some councilmembers suggesting debt payoff and establishment of healthy reserves and savings to be used only on emergency basis such as having a quarter year of expenditures in savings. Another argument is that the Town is incurring debt by not paying off the high interest rate loans as saving interest rates are still very low.

Councilors stated that their biggest complaints are the sewer rates and roads. They acknowledge that a long-range plan has been developed for roads and they would like to focus on a new sewer rate system that will address the summer and winter sewer rates when water is not actually affecting the sewer system. There will be a need in the future to make significant improvements to the sewer system in the old town site areas. Ms. Ryall will bring back this item for discussion at a future Council meeting.

Items for additional economic development were discussed.

Recap

In summation, Ms. Ryall reiterated the direction Council would like administration to pursue which fell into two categories, budget and economic development. Budgetary issues include:

- Paying off debt;
- Increasing savings/reserves;
- Staffing levels;

Eagar Council Minutes Work Session
February 5, 2016

- Officer pay;
- Rec Center purchase;
- Water/sewer rates;
- Roads and costs;
- Technology investment.

Economic development targeted approaches include:

- Tourism to match the Town's branding and signage;
- Main Street beautification;
- Business incentives;
- Shop local strategies;
- Bashas' expansion;

Ms. Ryall presented the proposed budget calendar for FY 2016-17 with the adoption of the budget planned for June 7, 2016.

The Council planning session adjourned at approximately 2:55 p.m.

Attest: _____

Mayor: _____

Vice-Mayor: _____

Council: _____

Journal	Payee or Description	Date	Check No	Amount
CDPT	Standard Insurance Company	01/06/2016	270	598.07
CDPT	SECURITY BENEFIT	01/07/2016	271	385.00
CDPT	ACR-AZ ST RETIREMENT	01/07/2016	272	255.36
CDPT	Arizona State Retirement	01/07/2016	273	11,596.80
CDPT	U. S. Department of Revenue	01/07/2016	274	15,042.70
CDPT	Arizona Dept of Revenue	01/07/2016	275	1,908.42
CDPT	SECURITY BENEFIT	01/21/2016	276	385.00
CDPT	ACR-AZ ST RETIREMENT	01/21/2016	277	251.15
CDPT	Arizona State Retirement	01/21/2016	278	11,630.76
CDPT	U. S. Department of Revenue	01/21/2016	279	15,224.38
CDPT	Arizona Dept of Revenue	01/25/2016	280	1,934.45
CDA	WRIGHT EXPRESS FLEET SERVICES	01/21/2016	1476	4,117.79
CD	WIRE TRANS FM GF TO WIFA-910107-08	01/04/2016	1477	1,001.24
CD	WIRE TRANS FM GF TO WIFA-920137-08	01/04/2016	1478	5,009.55
CD	WIRE TRANS FM GF TO WIFA-920224-12	01/04/2016	1479	2,010.98
CD	AUTHNET GATEWAY MONTHLY FEES	01/05/2016	1480	15.40
CD	XPRESS BILL PAY MONTHLY FEES	01/05/2016	1481	321.90
CD	NBA MONTHLY FEES	01/05/2016	1482	364.59
CD	CHASE PAYMENTECH MONTHLY FEES	01/05/2016	1483	446.60
CD	CHASE PAYMENTECH FEES	01/05/2016	1484	11.27
CD	AZ DEPT OF REVENUE - TPT TAXES	01/27/2016	1485	3,174.25
CD	NBA - PAPER STATEMENT FEES	01/29/2016	1486	5.00
CDP	FINCH, STEPHANIE	01/07/2016	38650	1,077.21
CDP	WOOD, MARY K.	01/07/2016	38651	1,872.51
CDP	VALENZUELA, ORALIA	01/07/2016	38652	642.77
CDP	BEDDOW, THOMAS	01/07/2016	38653	6.17
CDP	WALKER, VERLYN	01/07/2016	38654	.00
CDP	NORMAN, MIKE	01/07/2016	38655	99.23
CDP	COLLINS, STEVEN	01/07/2016	38656	17.89
CDP	TADLOCK, MICHAEL O. II	01/07/2016	38657	343.43
CDP	BROWN, THOMAS M.	01/07/2016	38658	7.46
CDP	BECKMAN, LEA M.	01/07/2016	38659	5.26
CDP	VICKERS, KEVIN	01/07/2016	38660	127.24
CDP	GOODSELL, JACOB N.	01/07/2016	38661	82.89
CDP	ROBBERTS, STEVEEN AARON	01/07/2016	38662	197.77
CDP	WILSON, CODY J	01/07/2016	38663	65.45
CDP	GOODMAN, TANNER	01/07/2016	38664	132.12
CDP	AVERY, CHRISTIAN T.	01/07/2016	38665	163.27
CDP	ROBBERTS, CORY S.	01/07/2016	38666	99.86
CDP	ROBBERTS, CODY A.	01/07/2016	38667	121.26
CDP	BEARD, RONNIE P.	01/07/2016	38668	145.71
CDP	KENNEDY, GAYLON D.	01/07/2016	38669	523.43
CDPT	AMERICAN HERITAGE LIFE	01/06/2016	38670	170.59
CDPT	AFLAC	01/06/2016	38671	545.15
CDPT	AVESIS THIRD PARTY ADMIN., INC	01/06/2016	38672	232.47
CDPT	RAGHT	01/06/2016	38673	33,251.01
CDA	Void - Information Only Check	01/06/2016	38674	.00
CDA	NAVOPACHE ELECTRIC COOPERATIVE	01/06/2016	38675	13,600.17
CDPT	Eagar Fire Department	01/07/2016	38676	388.10
CDPT	Support Payment Clearing House	01/07/2016	38677	120.32
CDPT	FAMILY SUPPORT REGISTRY	01/07/2016	38678	158.68
CD	MILES EYE CNTR - S FINCH SEC 125	01/07/2016	38679	1,800.00
CDPT	PUBLIC SAFETY PERSONNEL	01/07/2016	38680	8,770.77
CDA	AZ DEPT OF ADMINISTRATION	01/11/2016	38681	4,400.00
CD	AMRRP - WORK COMP	01/12/2016	38682	51,425.00
CDA	BAROLDY, BRIAN	01/13/2016	38683	29.36
CDA	DAMAZIO, JOHN JR	01/13/2016	38684	18.58
CDA	JONES, STEVEN	01/13/2016	38685	40.00
CDA	MCLEAN, BRYAN	01/13/2016	38686	44.48

Journal	Payee or Description	Date	Check No	Amount
CDA	NATIONAL BANK OF ARIZONA	01/13/2016	38687	3,243.77
CDA	WELCH, RON	01/13/2016	38688	151.33
CDA	WHITING, JACK	01/13/2016	38689	98.18
CDP	FINCH, STEPHANIE	01/21/2016	38690	1,077.21
CDP	WOOD, MARY K.	01/21/2016	38691	1,841.18
CDP	VALENZUELA, ORALIA	01/21/2016	38692	642.77
CDP	HAMBLIN, BRYCE M.	01/21/2016	38693	349.00
CDP	MCNEILL, WINSLOW	01/21/2016	38694	88.15
CDP	ERHART, STEVE	01/21/2016	38695	88.75
CDP	NELSON, JAMES, JR	01/21/2016	38696	91.55
CDP	BROWNING, ELWIN ALLEN	01/21/2016	38697	91.55
CDP	SEELEY, DEBRA	01/21/2016	38698	91.55
CDP	KENNEDY, GAYLON D.	01/21/2016	38699	523.43
CDA	LOYD, JEREMIAH	01/19/2016	38700	20.00
CD	AZ DES - UNEMPLOYMENT	01/20/2016	38701	86.19
CDA	PEORIA FORD/SSVT MOTORS INC	01/20/2016	38702	24,970.74
CDP	MCLAUGHLIN, SETH M.	01/21/2016	38703	69.26
CDA	AZ MUN. RISK RETENTION POOL	01/20/2016	38704	29,102.00
CDA	ARIZONA POLICE PSYCHOLOGY PLLC	01/20/2016	38705	95.00
CDA	AZ STATE TREASURER	01/20/2016	38706	2,422.75
CDA	BAKER'S OFFICE CITY	01/20/2016	38707	119.98
CDA	BASHAS', INC.	01/20/2016	38708	680.65
CDA	BEGAY, SARAH MAE	01/20/2016	38709	180.00
CDA	BRADY-WOOD, KATIE	01/20/2016	38710	250.08
CDA	BROWN & BROWN LAW OFFICES,P.C.	01/20/2016	38711	2,638.90
CDA	BROWNELLS INC	01/20/2016	38712	36.42
CDA	CARQUEST OF SPRINGERVILLE	01/20/2016	38713	839.38
CDA	CONQUEST TECHNOLOGY GROUP	01/20/2016	38714	1,998.07
CDA	COWBOY UP HAY & RANCH SUPPLY	01/20/2016	38715	50.17
CDA	CRANE & HOIST OF AZ	01/20/2016	38716	3,232.75
CDA	DAVIS TRUE VALUE HDWRE, INC	01/20/2016	38717	178.79
CDA	E & E SERVICES, INC.	01/20/2016	38718	319.34
CDA	EARTH MOVER TIRE SALES INC	01/20/2016	38719	1,016.14
CDA	DANA KEPNER COMPANY, INC	01/20/2016	38720	523.62
CDA	KONICA MINOLTA BUSINESS SOLUTI	01/20/2016	38721	169.10
CDA	MISSION LINEN SUPPLY	01/20/2016	38722	86.16
CDA	MWI VETERINARY SUPPLY CO.	01/20/2016	38723	116.81
CDA	ORACLE ENGINEERING GROUP INC	01/20/2016	38724	840.00
CDA	UNITED RENTALS INC	01/20/2016	38725	1,079.58
CDA	VALLEY AUTO PARTS	01/20/2016	38726	2,409.09
CDA	W. S. DARLEY & CO.	01/20/2016	38727	311.80
CDA	WESTERN DRUG, INC.	01/20/2016	38728	36.61
CDA	WHITE MOUNTAIN PUBLISHING-IND.	01/20/2016	38729	431.63
CDA	WHITE MTN REG MED CNTR	01/20/2016	38730	75.00
CDA	WHITING, JACK	01/20/2016	38731	100.00
CDA	Void - Information Only Check	01/20/2016	38732	.00
CDA	WOODLAND BUILDING CENTER	01/20/2016	38733	802.91
CDA	ZUMAR INDUSTRIES, INC	01/20/2016	38734	113.57
CDPT	PUBLIC SAFETY PERSONNEL	01/21/2016	38735	8,103.43
CDA	PEORIA FORD/SSVT MOTORS INC	01/26/2016	38736	3,359.96
CDA	BLUE HILLS ENVIRONMENTAL ASSOC	01/27/2016	38737	444.47
CDA	BRADY-WOOD, KATIE	01/27/2016	38738	252.96
CDA	E & E SERVICES, INC.	01/27/2016	38739	78.82
CDA	KONICA MINOLTA BUSINESS SOLUTI	01/27/2016	38740	125.73
CDA	LIBERTY MUTUAL INSURANCE	01/27/2016	38741	2,147.25
CDA	MUNICIPAL CODE CORPORATION	01/27/2016	38742	93.40
CDA	PERSONNEL SAFETY ENTERPRISES	01/27/2016	38743	105.77
CDA	PIONEER IRRIGATION COMPANY	01/27/2016	38744	106.25
CDA	QUILL CORPORATION	01/27/2016	38745	107.03

Journal	Payee or Description	Date	Check No	Amount
CDA	SPRINGERVILLE AUTO WRECKERS	01/27/2016	38746	300.00
CDA	THE 100 CLUB	01/27/2016	38747	150.00
CDA	TOWN OF SPRINGERVILLE	01/27/2016	38748	670.05
CDA	UDALL, NOLAN	01/27/2016	38749	20.00
CDA	USA BLUEBOOK	01/27/2016	38750	181.66
CDA	VERIZON WIRELESS	01/27/2016	38751	31.21
CDP	RYALL, TAMI - DIR DEP	01/07/2016	1071601	.00
CDP	WILTBANK, MARION - DIR DEP	01/07/2016	1071602	.00
CDP	WILSON, EVA - DIR DEP	01/07/2016	1071603	.00
CDP	RAY, BRUCE - DIR DEP	01/07/2016	1071604	.00
CDP	LOYD, JEREMIAH - DIR DEP	01/07/2016	1071605	.00
CDP	HENDERSON, ELECIA - DIR DEP	01/07/2016	1071606	.00
CDP	CARNRIGHT, LOURDES M. - DIR DEP	01/07/2016	1071607	.00
CDP	SLADE, RONDA - DIR DEP	01/07/2016	1071608	.00
CDP	CASILLAS, JASON - DIR DEP	01/07/2016	1071609	.00
CDP	GLEESON, WILLIAM - DIR DEP	01/07/2016	1071610	.00
CDP	BROWN, BAUER - DIR DEP	01/07/2016	1071611	.00
CDP	BUTLER, JUSTIN - DIR DEP	01/07/2016	1071612	.00
CDP	SWEETSER, MICHAEL G. - DIR DEP	01/07/2016	1071613	.00
CDP	JONES, STEVEN B - DIR DEP	01/07/2016	1071614	.00
CDP	EAGAR, BRANNON ROSS - DIR DEP	01/07/2016	1071615	.00
CDP	EAGAR, BRANNON ROSS - DIR DEP	01/07/2016	1071616	.00
CDP	STONESTREET, ROBERT M. - DIR DEP	01/07/2016	1071617	.00
CDP	GILLIAM, ZONA H. - DIR DEP	01/07/2016	1071618	.00
CDP	WITTING, SUMMER G. - DIR DEP	01/07/2016	1071619	.00
CDP	BEARD, PAT - DIR DEP	01/07/2016	1071620	.00
CDP	NUTTALL, MARY - DIR DEP	01/07/2016	1071621	.00
CDP	ADAMS, FRANK - DIR DEP	01/07/2016	1071622	.00
CDP	MCDOWELL, LEVI - DIR DEP	01/07/2016	1071623	.00
CDP	GRIMSHAW, SHEYENNE R. - DIR DEP	01/07/2016	1071624	.00
CDP	MCLAUGHLIN, SETH M. - DIR DEP	01/21/2016	1071625	.00
CDP	BROWNING, ELWIN - DIR DEP	01/07/2016	1071626	.00
CDP	NELSON, MILTON - DIR DEP	01/07/2016	1071627	.00
CDP	PETERS, SHAWN - DIR DEP	01/07/2016	1071628	.00
CDP	WELCH, RON - DIR DEP	01/07/2016	1071629	.00
CDP	HALL, KENNETH R. JR - DIR DEP	01/07/2016	1071630	.00
CDP	WHITING, "WESLON" RICHARD - DIR DEP	01/07/2016	1071631	.00
CDP	MCLAUGHLIN, FRANK - DIR DEP	01/07/2016	1071632	.00
CDP	WHITING, JACK - DIR DEP	01/07/2016	1071633	.00
CDP	WHITE, DOUGLAS R. - DIR DEP	01/07/2016	1071634	.00
CDP	SUTTON, JOSEPH C - DIR DEP	01/07/2016	1071635	.00
CDP	WILTBANK, BRIAN - DIR DEP	01/07/2016	1071636	.00
CDP	RYALL, TAMI - DIR DEP	01/21/2016	1211601	.00
CDP	WILTBANK, MARION - DIR DEP	01/21/2016	1211602	.00
CDP	WILSON, EVA - DIR DEP	01/21/2016	1211603	.00
CDP	RAY, BRUCE - DIR DEP	01/21/2016	1211604	.00
CDP	LOYD, JEREMIAH - DIR DEP	01/21/2016	1211605	.00
CDP	HENDERSON, ELECIA - DIR DEP	01/21/2016	1211606	.00
CDP	CARNRIGHT, LOURDES M. - DIR DEP	01/21/2016	1211607	.00
CDP	SLADE, RONDA - DIR DEP	01/21/2016	1211608	.00
CDP	CASILLAS, JASON - DIR DEP	01/21/2016	1211609	.00
CDP	GLEESON, WILLIAM - DIR DEP	01/21/2016	1211610	.00
CDP	BROWN, BAUER - DIR DEP	01/21/2016	1211611	.00
CDP	BUTLER, JUSTIN - DIR DEP	01/21/2016	1211612	.00
CDP	BUTLER, JUSTIN - DIR DEP	01/21/2016	1211613	.00
CDP	SWEETSER, MICHAEL G. - DIR DEP	01/21/2016	1211614	.00
CDP	JONES, STEVEN B - DIR DEP	01/21/2016	1211615	.00
CDP	EAGAR, BRANNON ROSS - DIR DEP	01/21/2016	1211616	.00
CDP	EAGAR, BRANNON ROSS - DIR DEP	01/21/2016	1211617	.00

Journal	Payee or Description	Date	Check No	Amount
CDP	STONESTREET, ROBERT M. - DIR DEP	01/21/2016	1211618	.00
CDP	GILLIAM, ZONA H. - DIR DEP	01/21/2016	1211619	.00
CDP	WITTING, SUMMER G. - DIR DEP	01/21/2016	1211620	.00
CDP	BEARD, PAT - DIR DEP	01/21/2016	1211621	.00
CDP	NUTTALL, MARY - DIR DEP	01/21/2016	1211622	.00
CDP	ADAMS, FRANK - DIR DEP	01/21/2016	1211623	.00
CDP	REED, ROBERTA E. - DIR DEP	01/21/2016	1211624	.00
CDP	PHELPS, JOHN O. - DIR DEP	01/21/2016	1211625	.00
CDP	BROWNING, ELWIN - DIR DEP	01/21/2016	1211626	.00
CDP	NELSON, MILTON - DIR DEP	01/21/2016	1211627	.00
CDP	PETERS, SHAWN - DIR DEP	01/21/2016	1211628	.00
CDP	WELCH, RON - DIR DEP	01/21/2016	1211629	.00
CDP	HALL, KENNETH R. JR - DIR DEP	01/21/2016	1211630	.00
CDP	WHITING, "WESLON" RICHARD - DIR DEP	01/21/2016	1211631	.00
CDP	MCLAUGHLIN, FRANK - DIR DEP	01/21/2016	1211632	.00
CDP	WHITING, JACK - DIR DEP	01/21/2016	1211633	.00
CDP	WHITE, DOUGLAS R. - DIR DEP	01/21/2016	1211634	.00
CDP	SUTTON, JOSEPH C - DIR DEP	01/21/2016	1211635	.00
CDP	WILTBANK, BRIAN - DIR DEP	01/21/2016	1211636	.00
CDP	DIRECT DEPOSIT TOTAL	01/07/2016	9220011	42,004.45
CDP	DIRECT DEPOSIT TOTAL	01/21/2016	9220012	41,304.64
Total:				379,784.26

GL Acct No	Vendor	Vendor Name	Description	Invoice No	PO No	Inv Date	Amount
10-40-610	GENERAL FUND - MAYOR & COUNCIL - ECONOMIC DEVELOPMENT						
3700	WHITE MOUNTAIN PUBLISHING-	CAROLING BOOK AD		94014101		12/09/2015	76.50
Total MAYOR & COUNCIL							76.50
10-41-398	GENERAL FUND - GENERAL GOVERNMENT - COPY MACHINE LEASE						
2020	KONICA MINOLTA BUSINESS SO	C652DS PRINTER/COLOR PRINTS		237858240		01/18/2016	41.51
2020	KONICA MINOLTA BUSINESS SO	C652DS PRINTER COPIER		237863627		01/19/2016	84.22
							125.73 *
10-41-620	GENERAL FUND - GENERAL GOVERNMENT - MPC EXP UNRELATED TO BONDS						
2130	LIBERTY MUTUAL INSURANCE	INSURANCE (Bashas')		72830/JAN16		01/15/2016	2,147.25
Total GENERAL GOVERNMENT							2,272.98
10-42-399	GENERAL FUND - MAGISTRATE - OTHER						
2380	NATIONAL BANK OF ARIZONA	0917/SECURITY MAIL DROP		JAN16/0917	27233	01/04/2016	249.99
Total MAGISTRATE							249.99
10-44-310	GENERAL FUND - TOWN CLERK - OFFICE SUPPLIES						
720	BAKER'S OFFICE CITY	OFFICE SUPPLIES		564326-0		01/07/2016	119.98
2830	QUILL CORPORATION	OFFICE SUPPLIES		2265194	27256	01/12/2016	107.03
							227.01 *
10-44-520	GENERAL FUND - TOWN CLERK - PRINTING & ADVERTISING						
3700	WHITE MOUNTAIN PUBLISHING-	POLICE CHIEF RECRUITMENT		94010701	27194	12/09/2015	145.25
3700	WHITE MOUNTAIN PUBLISHING-	JOB POSTING - POLICE OFFICER		94055001	27234	12/31/2015	15.30
3700	WHITE MOUNTAIN PUBLISHING-	JOB POSTING - POLICE OFFICER		94139301	27234	12/31/2015	167.99
							328.54 *
10-44-571	GENERAL FUND - TOWN CLERK - CODE REVISIONS						
2310	MUNICIPAL CODE CORPORATIO	ELECTRONIC UPDATE		00264993		12/31/2015	93.40
Total TOWN CLERK							648.95
10-45-310	GENERAL FUND - COMMUNITY DEVELOPMENT - OFFICE SUPPLIES						
740	BASHAS', INC.	BOTTLED WATER		428014		12/09/2015	3.08
10-45-520	GENERAL FUND - COMMUNITY DEVELOPMENT - PRINTING & ADVERTISING						
3700	WHITE MOUNTAIN PUBLISHING-	LEGAL - P&Z MEETING		LEGAL#9558		01/08/2016	26.59
10-45-585	GENERAL FUND - COMMUNITY DEVELOPMENT - TRAINING & TRAVEL						
2170	LOYD, JEREMIAH	PER-DIEM		JAN2016		01/19/2016	20.00
3870	WRIGHT EXPRESS FLEET SERV	FUEL ACCT#0403-00-652563-8		43478535		12/31/2015	31.26
							51.26 *
Total COMMUNITY DEVELOPMENT							80.93
10-46-399	GENERAL FUND - FINANCE - OTHER						
2700	PERSONNEL SAFETY ENTERPR	FIRST AID SUPPLIES		1061600403		01/04/2016	75.72
2700	PERSONNEL SAFETY ENTERPR	CORRECTED INVOICE		61600403CR		01/04/2016	.01 -

GL Acct No	Vendor	Vendor Name	Description	Invoice No	PO No	Inv Date	Amount
10-46-525	GENERAL FUND - FINANCE - POSTAGE, FREIGHT & FEES						75.71 *
2380	NATIONAL BANK OF ARIZONA	2615/USPS		JAN16/2615		01/04/2016	.71
2380	NATIONAL BANK OF ARIZONA	2615/USPS		JAN16/2615		01/04/2016	107.80
2380	NATIONAL BANK OF ARIZONA	2714/USPS		JAN16/2714		01/04/2016	.46
							108.97 *
10-46-526	GENERAL FUND - FINANCE - BANKING FEES						
2380	NATIONAL BANK OF ARIZONA	2813/PAYPALL		JAN16/2813		01/04/2016	4.20
10-46-585	GENERAL FUND - FINANCE - TRAINING & TRAVEL						
860	BRADY-WOOD, KATIE	MILEAGE - PER DIEM		JAN16		01/20/2016	250.08
860	BRADY-WOOD, KATIE	MILEAGE/PER DIEM		JAN16/RAGHT		01/16/2016	252.96
2380	NATIONAL BANK OF ARIZONA	2813/ 3 PALMS INT STAY		JAN16/2813	27224	01/04/2016	102.85
2380	NATIONAL BANK OF ARIZONA	2813/GFOAZ REGISTRATION		JAN16/2813	27225	01/04/2016	165.00
2380	NATIONAL BANK OF ARIZONA	2813/GFOAZ & AMCA TRAINING		JAN16/2813		01/04/2016	30.00
							800.89 *
Total FINANCE							989.77
10-50-300	GENERAL FUND - POLICE - CLOTHING ALLOWANCE						
2380	NATIONAL BANK OF ARIZONA	0610/FIRST TACTICAL - GLOVES		JAN16/0610		01/04/2016	65.44
10-50-325	GENERAL FUND - POLICE - OPERATING COSTS						
2380	NATIONAL BANK OF ARIZONA	0610/DASH MEDICAL - GLOVES		JAN16/0610		01/04/2016	70.90
10-50-327	GENERAL FUND - POLICE - HOSPITAL FEES						
3720	WHITE MTN REG MED CNTR	MEDICAL CLEARANCE		015/PALMER		12/17/2015	75.00
10-50-350	GENERAL FUND - POLICE - AMMUNITION & GUN SUPPLIES						
890	BROWNELLS INC	AR-15 RIFLE TOOLS		11855725.01		01/07/2016	36.42
970	CARQUEST OF SPRINGVILLE	CLOTH FINISHING		615030		12/03/2015	5.73
3660	WESTERN DRUG, INC.	Q-TIPS		506617		12/02/2015	4.35
3860	WOODLAND BUILDING CENTER	PARTS		A600279724		12/02/2015	2.18
							48.68 *
10-50-398	GENERAL FUND - POLICE - COPY MACHINE LEASE						
2020	KONICA MINOLTA BUSINESS SO	C552 PRINTER/COPIER COLOR		237741773		01/05/2016	17.10
2020	KONICA MINOLTA BUSINESS SO	C552 PRINTER/COPIER		237751748		01/06/2016	152.00
							169.10 *
10-50-525	GENERAL FUND - POLICE - POSTAGE & FREIGHT						
2380	NATIONAL BANK OF ARIZONA	0610/SWEAT SHOP - SHIPPING EV		JAN16/0610		01/04/2016	12.06
2380	NATIONAL BANK OF ARIZONA	0610/USPS		JAN16/0610		01/04/2016	11.45
2380	NATIONAL BANK OF ARIZONA	4918/USPS		JAN16/4918		01/04/2016	49.00
							72.51 *
10-50-570	GENERAL FUND - POLICE - PROFESSIONAL & TECHNICAL SRV						
465	ARIZONA POLICE PSYCHOLOGY SERVICES - CLIENT #132062			AZPP126		12/31/2015	95.00
10-50-580	GENERAL FUND - POLICE - DUES & SUBSCRIPTIONS						
2380	NATIONAL BANK OF ARIZONA	0610/WMI CENTRAL SUBSCRIPTION		JAN16/0610		01/04/2016	50.00
3290	THE 100 CLUB	MEMBERSHIP		JAN16		12/23/2015	150.00
							200.00 *
10-50-585	GENERAL FUND - POLICE - TRAINING & TRAVEL						
1960	JONES, STEVEN	PER DIEM		EV#2015080		01/11/2016	40.00
2380	NATIONAL BANK OF ARIZONA	0610/HOTEL		JAN16/0610	27182	01/04/2016	354.76
3870	WRIGHT EXPRESS FLEET SERV	FUEL ACCT#0403-00-652563-8		43478535		12/31/2015	35.19

GL Acct No	Vendor	Vendor Name	Description	Invoice No	PO No	Inv Date	Amount
							429.95 *
10-50-720	GENERAL FUND - POLICE - PC - VEHICLES, EQUIP & MACHINE						
2670	PEORIA FORD/SSVT MOTORS IN	2016 FORD INTERCEPTOR	R6GGB64975	27146	11/23/2015	24,970.74	
2670	PEORIA FORD/SSVT MOTORS IN	2016 FORD INTERCEPTOR	3GB64975/#2		01/25/2016	3,358.96	
						28,330.70 *	
Total POLICE						29,557.28	
10-51-335	GENERAL FUND - FIRE - MACHINERY & EQUIPMENT SUPPLIES						
1210	DAVIS TRUE VALUE HDWRE, INC	LIGHTKEEPER REPAIR TOOL	40120		12/14/2015	30.54	
2380	NATIONAL BANK OF ARIZONA	2318/COWBOY UP	JAN16/2318		01/04/2016	47.98	
3590	VALLEY AUTO PARTS	RED WHITE TAPE	45614		12/07/2015	6.61	
3630	W. S. DARLEY & CO.	CAP FOR FIRE TRUCK	17215463	27175	10/29/2015	117.85	
3630	W. S. DARLEY & CO.	PARTS	17216434	27158	10/30/2015	193.95	
3860	WOODLAND BUILDING CENTER	MATERIALS	A300246561		12/02/2015	19.39	
3860	WOODLAND BUILDING CENTER	MATERIALS	A400209656		12/05/2015	29.59	
						445.91 *	
10-51-350	GENERAL FUND - FIRE - SMALL TOOLS & HARDWARE						
3860	WOODLAND BUILDING CENTER	MATERIALS	A300246507		12/01/2015	14.15	
3860	WOODLAND BUILDING CENTER	TAPE	A300246527		12/01/2015	13.72	
						27.87 *	
10-51-399	GENERAL FUND - FIRE - OTHER						
740	BASHAS', INC.	POSOLE	427460		12/04/2015	21.31	
740	BASHAS', INC.	APPLE CIDER	428159		12/10/2015	12.30	
740	BASHAS', INC.	SUPPORT SUPPLIES	429103		12/17/2015	81.71	
2380	NATIONAL BANK OF ARIZONA	2318/CHRISTMAS LIGHTS	JAN16/2318		01/04/2016	27.22	
3860	WOODLAND BUILDING CENTER	MATERIALS - CHRISTMAS FLOAT	A300246497		11/30/2015	75.13	
3860	WOODLAND BUILDING CENTER	MATERIALS-PAINT	A300246515		12/01/2015	44.24	
3860	WOODLAND BUILDING CENTER	MINI LIGHT SET/EXTN CORD	A400209573		12/02/2015	33.86	
						295.77 *	
10-51-570	GENERAL FUND - FIRE - PREVENTION & CLEAN-UP						
2700	PERSONNEL SAFETY ENTERPR	FIRST AID SUPPLIES	1061600404		01/04/2016	30.06	
3660	WESTERN DRUG, INC.	LOW LOFT QUEEN	506958		12/03/2015	14.72	
						44.78 *	
10-51-590	GENERAL FUND - FIRE - INVESTIGATION						
2380	NATIONAL BANK OF ARIZONA	2318/BOOGA REDS	JAN16/2318		01/04/2016	42.70	
Total FIRE						857.03	
10-53-325	GENERAL FUND - POLICE CONT/ANIMAL CONTRO - ANIMAL CONTROL COSTS						
2330	MWI VETERINARY SUPPLY CO.	ANIMAL CONTROL SUPPLIES	2313792	27218	12/03/2015	24.71	
2330	MWI VETERINARY SUPPLY CO.	ANIMAL CONTROL SUPPLIES	2313793	27218	12/03/2015	92.10	
						116.81 *	
Total POLICE CONT/ANIMAL CONTRO						116.81	
10-55-615	GENERAL FUND - PARKS & RECREATION - CHRISTMAS						
740	BASHAS', INC.	CHRISTMAS COOKIES / TOYS	427123	27200	12/02/2015	350.58	
740	BASHAS', INC.	CHRISTMAS COOKIES / TOYS	427508	27200	12/05/2015	148.69	
740	BASHAS', INC.	PIZZA	427547		12/05/2015	39.23	
740	BASHAS', INC.	BBQ SAUCE - CANDY	428135		12/09/2015	23.75	
3660	WESTERN DRUG, INC.	CHRISTMAS DECORATING SUPPL	519459		12/02/2015	17.54	
3860	WOODLAND BUILDING CENTER	MONKEY HOOK HANGER	A400209777		12/09/2015	13.06	

GL Acct No	Vendor	Vendor Name	Description	Invoice No	PO No	Inv Date	Amount
							592.85 *
Total PARKS & RECREATION							592.85
10-58-310	GENERAL FUND - FACILITIES - OFFICE SUPPLIES						
2380	NATIONAL BANK OF ARIZONA	0917/AMAZON TONER	JAN16/0917			01/04/2016	8.66
2380	NATIONAL BANK OF ARIZONA	0917/AMAZON BROTHER BELT	JAN16/0917	27215		01/04/2016	10.73
							19.39 *
10-58-320	GENERAL FUND - FACILITIES - CLEANING & SANITARY SUPPLIES						
1280	E & E SERVICES, INC.	CLEANING SUPPLIES	A182677			12/29/2015	21.01
1280	E & E SERVICES, INC.	CLEANING SUPPLIES	A182765			01/05/2016	44.50
1280	E & E SERVICES, INC.	CLEANING SUPPLIES	A182765			01/05/2016	5.23
1280	E & E SERVICES, INC.	TRASH BAGS	A182857	27255		01/12/2016	82.87
1280	E & E SERVICES, INC.	JUMBO 9" 2PLY 12PK	A182977			01/25/2016	52.54
1280	E & E SERVICES, INC.	JUMBO 9" 2PLY 12PK	A182977			01/25/2016	26.28
							232.43 *
10-58-350	GENERAL FUND - FACILITIES - SMALL TOOLS AND EQUIPMENT						
1210	DAVIS TRUE VALUE HDWRE, INC	LIGHT SET	40027			12/01/2015	28.34
2380	NATIONAL BANK OF ARIZONA	0511/AMAZON LOPPERS	JAN16/0511	27237		01/04/2016	42.63
2380	NATIONAL BANK OF ARIZONA	0511/AMAZON HEDGE TRIMMER	JAN16/0511	27239		01/04/2016	149.99
2380	NATIONAL BANK OF ARIZONA	0511/REPAIR CLINIC - PARTS	JAN16/0511			01/04/2016	26.25
3860	WOODLAND BUILDING CENTER	MATERIALS	A300246817			12/10/2015	3.57
3860	WOODLAND BUILDING CENTER	REPAIRS RAQUETBALL COURT	A400209881			12/15/2015	26.12
3860	WOODLAND BUILDING CENTER	TIE WIRE	A500179613			12/02/2015	8.71
3860	WOODLAND BUILDING CENTER	MATERIALS	A500179763			12/09/2015	60.94
3860	WOODLAND BUILDING CENTER	REPAIRS RAQUETBALL COURT	A500179845			12/15/2015	5.45
3860	WOODLAND BUILDING CENTER	CHRISTMAS DECORTIONS	A600279676			11/30/2015	17.54
3860	WOODLAND BUILDING CENTER	REPAIRS RAQUETBALL COURT	A600280122			12/15/2015	39.58
							409.12 *
10-58-355	GENERAL FUND - FACILITIES - SAFETY EQUIPMENT						
3590	VALLEY AUTO PARTS	GLOVES	45951			12/15/2015	6.79
10-58-360	GENERAL FUND - FACILITIES - BUILDING REPAIR MATERIAL & SUP						
1210	DAVIS TRUE VALUE HDWRE, INC	FAUCET	40086			12/08/2015	33.81
1210	DAVIS TRUE VALUE HDWRE, INC	TOILET REPAIRS	40089			12/08/2015	20.71
1210	DAVIS TRUE VALUE HDWRE, INC	CONNECTORS	40091			12/08/2015	8.17
2380	NATIONAL BANK OF ARIZONA	0917/ANTIQUE HARDWARE	JAN16/0917	27230		01/04/2016	149.73
3470	UDALL, NOLAN	KEYS - NPC BUILDING	509474			01/12/2016	20.00
3860	WOODLAND BUILDING CENTER	F32T8 ELECTRONIC BALLAST	A400209784			12/10/2015	91.61
3860	WOODLAND BUILDING CENTER	KEY	A400209871			12/15/2015	3.48
							327.51 *
10-58-380	GENERAL FUND - FACILITIES - PARK & GROUNDS MATERIALS						
3590	VALLEY AUTO PARTS	HOSE CLAMP	45333			12/01/2015	13.09
3860	WOODLAND BUILDING CENTER	LEVEL	A300246575			12/03/2015	28.33
3860	WOODLAND BUILDING CENTER	ICE MELT	A300246919			12/15/2015	94.85
3860	WOODLAND BUILDING CENTER	SNAP HOOK	A400210024			12/22/2015	5.44
3860	WOODLAND BUILDING CENTER	LT ICICLE WW CLEAR	A600279767			12/03/2015	43.62
							185.33 *
10-58-545	GENERAL FUND - FACILITIES - MACHINE & EQUIPMENT RENTAL						
830	BLUE HILLS ENVIRONMENTAL A	PORTABLE RESTROOM/SKATEPF	9188831			12/28/2015	39.35
830	BLUE HILLS ENVIRONMENTAL A	PORTABLE RESTROOM/SHOOTIN	9188831			12/28/2015	22.43
830	BLUE HILLS ENVIRONMENTAL A	PORTABLE RESTROOM/SKATEPF	9188831			12/28/2015	39.35
							101.13 *
10-58-570	GENERAL FUND - FACILITIES - PROFESSIONAL & TECHNICAL SERVI						
2720	PIONEER IRRIGATION COMPAN	IRRIGATION-YEARLY ASSESSMEI	JAN16			01/04/2016	106.25
10-58-573	GENERAL FUND - FACILITIES - TRASH/DEBRIS DISPOSAL						

830	BLUE HILLS ENVIRONMENTAL A	GARBAGE/RAMSEY PARK	9188966	01/01/2016	112.10
830	BLUE HILLS ENVIRONMENTAL A	GARBAGE/MAINT. YARD	9188966	01/01/2016	76.00
830	BLUE HILLS ENVIRONMENTAL A	GARBAGE/SEWER PONDS	9188966	01/01/2016	56.60
830	BLUE HILLS ENVIRONMENTAL A	GARBAGE/REC CENTER	9188966	01/01/2016	56.60
830	BLUE HILLS ENVIRONMENTAL A	GARBAGE/TOWN HALL	9188966	01/01/2016	42.04
					343.34 *
10-58-574	GENERAL FUND - FACILITIES - PEST CONTROL				
790	BEGAY, SARAH MAE	PEST CONTROL	3245	01/06/2016	30.00
790	BEGAY, SARAH MAE	PEST CONTROL	3245	01/06/2016	30.00
790	BEGAY, SARAH MAE	PEST CONTROL	3245	01/06/2016	30.00
790	BEGAY, SARAH MAE	PEST CONTROL	3245	01/06/2016	30.00
790	BEGAY, SARAH MAE	PEST CONTROL	3245	01/06/2016	30.00
790	BEGAY, SARAH MAE	PEST CONTROL	3245	01/06/2016	30.00
					180.00 *
Total FACILITIES					1,911.29
10-59-300	GENERAL FUND - FLEET MAINTENANCE - CLOTHING ALLOWANCE				
2270	MISSION LINEN SUPPLY	LINEN SERVICE	501614655	01/01/2016	16.98
2270	MISSION LINEN SUPPLY	LINEN SERVICE	501656815	01/08/2016	16.98
2270	MISSION LINEN SUPPLY	LINEN SERVICE	501705302	01/15/2016	16.98
					50.94 *
10-59-305	GENERAL FUND - FLEET MAINTENANCE - SHOP SUPPLIES				
2270	MISSION LINEN SUPPLY	LINEN SERVICE	501614655	01/01/2016	11.74
2270	MISSION LINEN SUPPLY	LINEN SERVICE	501656815	01/08/2016	11.74
2270	MISSION LINEN SUPPLY	LINEN SERVICE	501705302	01/15/2016	11.74
					35.22 *
10-59-330	GENERAL FUND - FLEET MAINTENANCE - TRUCK & AUTO SUPPLIES				
970	CARQUEST OF SPRINGERVILLE	AUTO PARTS	614771	12/01/2015	10.82
970	CARQUEST OF SPRINGERVILLE	SEAT BELT	614805	27207 12/01/2015	240.62
970	CARQUEST OF SPRINGERVILLE	H/D FLASHER	615294	12/07/2015	27.81
3590	VALLEY AUTO PARTS	WELDING ROD	45365	27208 12/02/2015	155.47
3860	WOODLAND BUILDING CENTER	PARTS	A300246959	12/16/2015	.83
					435.55 *
10-59-337	GENERAL FUND - FLEET MAINTENANCE - MACHINERY/EQUIP SUPPLIES				
970	CARQUEST OF SPRINGERVILLE	AUTO PARTS	615776	12/15/2015	2.60
970	CARQUEST OF SPRINGERVILLE	AIR BRAKE COIL	616208	12/21/2015	59.99
2380	NATIONAL BANK OF ARIZONA	0917/GAS TANK	JAN16/0917	27220 01/04/2016	162.45
3590	VALLEY AUTO PARTS	SPRING	45332	12/01/2015	53.58
3590	VALLEY AUTO PARTS	HEATER FITTINGS	MANUAL SH	45627 12/08/2015	24.35
3590	VALLEY AUTO PARTS	VEHICLE PARTS	45901	12/14/2015	99.99
3590	VALLEY AUTO PARTS	DROP IN DISC & DRIVE RING	45983	27227 12/15/2015	1,376.84
					1,779.80 *
10-59-340	GENERAL FUND - FLEET MAINTENANCE - GF GAS				
970	CARQUEST OF SPRINGERVILLE	ZX G-05 AFC	615014	12/03/2015	91.58
3870	WRIGHT EXPRESS FLEET SERV	FUEL ACCT#0403-00-652563-8	43478535	12/31/2015	1,514.96
3870	WRIGHT EXPRESS FLEET SERV	FUEL ACCT#0403-00-652563-8	43478535	12/31/2015	421.52
3870	WRIGHT EXPRESS FLEET SERV	FUEL ACCT#0403-00-652563-8	43478535	12/31/2015	33.76
					2,061.82 *
10-59-342	GENERAL FUND - FLEET MAINTENANCE - OIL & LIBRICANTS				
970	CARQUEST OF SPRINGERVILLE	8 CYL RESTORER	614768	12/01/2015	16.37
970	CARQUEST OF SPRINGERVILLE	OIL	614769	12/01/2015	35.22
970	CARQUEST OF SPRINGERVILLE	OIL	615680	12/14/2015	35.22
					86.81 *
10-59-345	GENERAL FUND - FLEET MAINTENANCE - PW FUEL				
3870	WRIGHT EXPRESS FLEET SERV	FUEL ACCT#0403-00-652563-8	43478535	12/31/2015	773.10
3870	WRIGHT EXPRESS FLEET SERV	FUEL ACCT#0403-00-652563-8	43478535	12/31/2015	246.23
3870	WRIGHT EXPRESS FLEET SERV	FUEL ACCT#0403-00-652563-8	43478535	12/31/2015	613.98
3870	WRIGHT EXPRESS FLEET SERV	FUEL ACCT#0403-00-652563-8	43478535	12/31/2015	390.19

GL Acct No	Vendor	Vendor Name	Description	Invoice No	PO No	Inv Date	Amount
							2,023.50 *
10-59-350	GENERAL FUND - FLEET MAINTENANCE - SMALL TOOLS AND EQUIPMENT						
	970	CARQUEST OF SPRINGERVILLE	SWITCH	614769		12/01/2015	8.49
	970	CARQUEST OF SPRINGERVILLE	FILTER	614797		12/01/2015	17.42
	970	CARQUEST OF SPRINGERVILLE	AUTO PARTS	615307		12/08/2015	57.81
	970	CARQUEST OF SPRINGERVILLE	FILTERS	615679		12/14/2015	45.87
	970	CARQUEST OF SPRINGERVILLE	CIRCUIT BREAKER	615774		12/15/2015	16.56
	970	CARQUEST OF SPRINGERVILLE	AUTO PARTS	615861		12/16/2015	5.43
	970	CARQUEST OF SPRINGERVILLE	PAINT	616561		12/28/2015	11.89
	3590	VALLEY AUTO PARTS	VALVES	45626	27219	12/08/2015	442.74
	3590	VALLEY AUTO PARTS	LOAD BINDER	45628		12/08/2015	24.55
	3590	VALLEY AUTO PARTS	LOAD BINDER	45628		12/08/2015	24.55
	3590	VALLEY AUTO PARTS	LOAD BINDER	45628		12/08/2015	49.09
	3590	VALLEY AUTO PARTS	5/16 CHAIN	45710		12/09/2015	45.51
	3590	VALLEY AUTO PARTS	OXYGEN Q	46282		12/21/2015	24.78
	3860	WOODLAND BUILDING CENTER	MATERIALS	A600279954		12/09/2015	64.71
							839.40 *
10-59-555	GENERAL FUND - FLEET MAINTENANCE - VEHICLE & EQUIPMENT MAINTENANC						
	970	CARQUEST OF SPRINGERVILLE	MITCHELL REPAIR	MIT378		12/31/2015	24.99
	970	CARQUEST OF SPRINGERVILLE	MITCHELL REPAIR	MIT378		12/31/2015	24.99
	970	CARQUEST OF SPRINGERVILLE	MITCHELL REPAIR	MIT378		12/31/2015	24.99
	970	CARQUEST OF SPRINGERVILLE	MITCHELL REPAIR	MIT378		12/31/2015	24.99
	970	CARQUEST OF SPRINGERVILLE	MITCHELL REPAIR	MIT378		12/31/2015	25.00
	970	CARQUEST OF SPRINGERVILLE	MITCHELL REPAIR	MIT378		12/31/2015	24.99
							149.95 *
10-59-790	GENERAL FUND - FLEET MAINTENANCE - IMPOUND TOWING						
	3110	SPRINGERVILLE AUTO WRECKE	TOW - IMPOUND YARD	6046		01/01/2016	100.00
	3110	SPRINGERVILLE AUTO WRECKE	TOW - IMPOUND YARD	6047		12/31/2015	100.00
	3110	SPRINGERVILLE AUTO WRECKE	TOW - IMPOUND YARD	6062		01/25/2016	100.00
							300.00 *
Total FLEET MAINTENANCE							7,762.99
Total GENERAL FUND							45,117.37
30-60-310	HIGHWAY USERS REVENUE FUND - HURF - OFFICE SUPPLIES						
	2380	NATIONAL BANK OF ARIZONA	0917/AMAZON TONER	JAN16/0917		01/04/2016	15.59
	2380	NATIONAL BANK OF ARIZONA	0917/AMAZON BROTHER BELT	JAN16/0917	27215	01/04/2016	19.29
							34.88 *
30-60-350	HIGHWAY USERS REVENUE FUND - HURF - SMALL TOOLS & HARDWARE						
	2380	NATIONAL BANK OF ARIZONA	0511/AMAZON LOPPERS	JAN16/0511	27237	01/04/2016	85.26
	2380	NATIONAL BANK OF ARIZONA	0511/AMAZON HEDGE TRIMMER	JAN16/0511	27239	01/04/2016	150.00
							235.26 *
30-60-355	HIGHWAY USERS REVENUE FUND - HURF - SAFETY EQUIPMENT						
	3590	VALLEY AUTO PARTS	GLOVES	45951		12/15/2015	12.23
30-60-365	HIGHWAY USERS REVENUE FUND - HURF - RIGHT-OF-WAY SUPPLIES						
	1140	COWBOY UP HAY & RANCH SUF	CIRC SAW BLADE	132871		01/05/2016	29.45
	1140	COWBOY UP HAY & RANCH SUF	STIHL SHARPENING SAW	132940		01/06/2016	20.72
	1280	E & E SERVICES, INC.	TRASH BAGS	A182857	27255	01/12/2016	82.87
							133.04 *
30-60-525	HIGHWAY USERS REVENUE FUND - HURF - POSTAGE, FREIGHT & FEES						
	2380	NATIONAL BANK OF ARIZONA	2615/USPS	JAN16/2615		01/04/2016	46.20
	2380	NATIONAL BANK OF ARIZONA	2615/USPS	JAN16/2615		01/04/2016	.30
	2380	NATIONAL BANK OF ARIZONA	2714/USPS	JAN16/2714		01/04/2016	.20

GL Acct No	Vendor	Vendor Name	Description	Invoice No	PO No	Inv Date	Amount
							46.70 *
30-60-526	HIGHWAY USERS REVENUE FUND - HURF - BANKING FEES						
	2380	NATIONAL BANK OF ARIZONA	2813/PAYPALL	JAN16/2813		01/04/2016	1.80
30-60-570	HIGHWAY USERS REVENUE FUND - HURF - PROFESSIONAL & TECHNICAL SRV						
	2380	NATIONAL BANK OF ARIZONA	0917/MVD	JAN16/0917		01/04/2016	4.00
30-60-585	HIGHWAY USERS REVENUE FUND - HURF - TRAINING & TRAVEL						
	2380	NATIONAL BANK OF ARIZONA	0511/CRACKER BARREL	JAN16/0511		01/04/2016	20.55
	2380	NATIONAL BANK OF ARIZONA	0511/GIANT GAS	JAN16/0511		01/04/2016	29.96
	2380	NATIONAL BANK OF ARIZONA	0917/GIANT GAS	JAN16/0917		01/04/2016	44.35
	2380	NATIONAL BANK OF ARIZONA	0917/JACK IN THE BOX	JAN16/0917		01/04/2016	8.30
	3870	WRIGHT EXPRESS FLEET SERV	FUEL ACCT#0403-00-652563-8	43478535		12/31/2015	57.60
							160.76 *
30-60-720	HIGHWAY USERS REVENUE FUND - HURF - PC-VEHICLES						
	570	AZ DEPT OF ADMINISTRATION	PURCHASE/2006 FORD F550 XL S	514150-D829	27248	01/11/2016	4,400.00
Total HURF							5,028.67
Total HIGHWAY USERS REVENUE FUND							5,028.67
35-81-370	GRANTS FUND - WATER CNYN/SCHOOL BUS CROSSING - MATERIALS/CONSTRUCTION						
	3860	WOODLAND BUILDING CENTER	EXCHANGE SNAP TIES - A4002061	A400209781		12/10/2015	15.55 -
	3910	ZUMAR INDUSTRIES, INC	SIGNS	0028129	27247	01/13/2016	113.57
							98.02 *
Total WATER CNYN/SCHOOL BUS CROSSING							98.02
Total GRANTS FUND							98.02
50-24100	UTILITY ENTERPRISE FUND - CUSTOMER DEPOSITS						
	3920	BAROLDY, BRIAN	DEPOSIT REFUND	JAN16		01/04/2016	29.36
	3921	MCLEAN, BRYAN	DEPOSIT REFUND	JAN16		01/05/2016	44.48
	3922	DAMAZIO, JOHN JR	DEPOSIT REFUND	JAN16		01/07/2016	18.58
							92.42 *
50-81-310	UTILITY ENTERPRISE FUND - WATER - OFFICE SUPPLIES						
	2380	NATIONAL BANK OF ARIZONA	0917/AMAZON TONER	JAN16/0917		01/04/2016	31.19
	2380	NATIONAL BANK OF ARIZONA	0917/AMAZON BROTHER BELT	JAN16/0917	27215	01/04/2016	38.58
							69.77 *
50-81-330	UTILITY ENTERPRISE FUND - WATER - WATER TREATMENT SUPPLIES						
	3570	USA BLUEBOOK	CHLORINE	848958	27252	01/18/2016	181.66
50-81-350	UTILITY ENTERPRISE FUND - WATER - SMALL TOOLS & HARDWARE						
	1210	DAVIS TRUE VALUE HDWRE, INC	SUPPLIES	40082		12/07/2015	57.22
	2380	NATIONAL BANK OF ARIZONA	0511/HABOR FREIGHT - GRINDER	JAN16/0511		01/04/2016	19.33
	3860	WOODLAND BUILDING CENTER	SHOVEL	A300246894		12/14/2015	21.80
	3860	WOODLAND BUILDING CENTER	48" POINTED LATH BUNDLE	A600280025		12/10/2015	26.03
							124.38 *
50-81-355	UTILITY ENTERPRISE FUND - WATER - SAFETY EQUIPMENT						
	3590	VALLEY AUTO PARTS	GLOVES	45951		12/15/2015	24.46

GL Acct No	Vendor	Vendor Name	Description	Invoice No	PO No	Inv Date	Amount
50-81-511	UTILITY ENTERPRISE FUND - WATER - CELL PHONES						
	3600	VERIZON WIRELESS	ON CALL CELL PHONE	9758818074		01/12/2016	15.61
50-81-525	UTILITY ENTERPRISE FUND - WATER - POSTAGE, FREIGHT & FEES						
	2380	NATIONAL BANK OF ARIZONA	2615/USPS	JAN16/2615		01/04/2016	2.03
	2380	NATIONAL BANK OF ARIZONA	2615/USPS	JAN16/2615		01/04/2016	308.00
	2380	NATIONAL BANK OF ARIZONA	2714/USPS	JAN16/2714		01/04/2016	1.34
							311.37 *
50-81-526	UTILITY ENTERPRISE FUND - WATER - BANKING FEES						
	2380	NATIONAL BANK OF ARIZONA	2813/PAYPAL	JAN16/2813		01/04/2016	12.00
50-81-585	UTILITY ENTERPRISE FUND - WATER - TRAINING & TRAVEL						
	2380	NATIONAL BANK OF ARIZONA	0511/GIANT GAS	JAN16/0511		01/04/2016	18.94
Total WATER							758.19
50-82-300	UTILITY ENTERPRISE FUND - WASTEWATER - CLOTHING ALLOWANCE						
	3655	WELCH, RON	REIMBURSE WORKBOOTS	JAN16		01/05/2016	151.33
	3750	WHITING, JACK	REIMBURSE WORKBOOTS	JAN16		01/11/2016	98.18
							249.51 *
50-82-310	UTILITY ENTERPRISE FUND - WASTEWATER - OFFICE SUPPLIES						
	2380	NATIONAL BANK OF ARIZONA	0917/AMAZON TONER	JAN16/0917		01/04/2016	31.19
	2380	NATIONAL BANK OF ARIZONA	0917/AMAZON BROTHER BELT	JAN16/0917	27215	01/04/2016	38.58
							69.77 *
50-82-331	UTILITY ENTERPRISE FUND - WASTEWATER - SEWER TRANSMISSION LINE						
	3380	TOWN OF SPRINGERVILLE	SEWER TRANSMISSION LINE	I16/40424200		12/29/2015	98.87
	3380	TOWN OF SPRINGERVILLE	SEWER TRANSMISSION LINE	I16/40424400		12/29/2015	142.03
	3380	TOWN OF SPRINGERVILLE	SEWER TRANSMISSION LINE	I16/40424600		12/29/2015	219.21
	3380	TOWN OF SPRINGERVILLE	SEWER TRANSMISSION LINE	I16/40424800		12/29/2015	48.72
	3380	TOWN OF SPRINGERVILLE	SEWER TRANSMISSION LINE	I16/40425200		12/29/2015	161.22
							670.05 *
50-82-350	UTILITY ENTERPRISE FUND - WASTEWATER - SMALL TOOLS & HARDWARE						
	1280	E & E SERVICES, INC.	TRASH BAGS	A182857	27255	01/12/2016	82.86
	2380	NATIONAL BANK OF ARIZONA	0511/HABOR FREIGHT - GRINDER	JAN16/0511		01/04/2016	19.33
	3860	WOODLAND BUILDING CENTER	RAKE & SHOVEL	A600279671		11/30/2015	30.53
							132.72 *
50-82-355	UTILITY ENTERPRISE FUND - WASTEWATER - SAFETY EQUIPMENT						
	3590	VALLEY AUTO PARTS	GLOVES	45951		12/15/2015	24.46
50-82-380	UTILITY ENTERPRISE FUND - WASTEWATER - SEWER POND REPAIR						
	2000	KEPNER	SEWER POND REPAIR	4630309-00	27229	12/16/2015	240.93
	2000	KEPNER	SEWER POND REPAIR	4630310-00	27229	12/17/2015	282.69
							523.62 *
50-82-511	UTILITY ENTERPRISE FUND - WASTEWATER - CELL PHONES						
	3600	VERIZON WIRELESS	ON CALL CELL PHONE	9758818074		01/12/2016	15.60
50-82-525	UTILITY ENTERPRISE FUND - WASTEWATER - POSTAGE, FREIGHT & FEES						
	2380	NATIONAL BANK OF ARIZONA	2615/USPS	JAN16/2615		01/04/2016	2.03
	2380	NATIONAL BANK OF ARIZONA	2615/USPS	JAN16/2615		01/04/2016	308.00
	2380	NATIONAL BANK OF ARIZONA	2714/USPS	JAN16/2714		01/04/2016	1.34
							311.37 *
50-82-526	UTILITY ENTERPRISE FUND - WASTEWATER - BANKING FEES						
	2380	NATIONAL BANK OF ARIZONA	2813/PAYPAL	JAN16/2813		01/04/2016	12.00
50-82-570	UTILITY ENTERPRISE FUND - WASTEWATER - PROFESSIONAL & TECHNICAL SRV						
	3750	WHITING, JACK	REIMBURSE - CDL PHYSICAL	JAN16/CDL		01/19/2016	100.00

GL Acct No	Vendor	Vendor Name	Description	Invoice No	PO No	Inv Date	Amount
50-82-585	UTILITY ENTERPRISE FUND - WASTEWATER - TRAINING & TRAVEL						
2380	NATIONAL BANK OF ARIZONA	0511/SHORT STOP GAS		JAN16/0511		01/04/2016	31.13
Total WASTEWATER							2,140.23
Total UTILITY ENTERPRISE FUND							2,990.84
Grand Total:							53,234.90

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

City Treasurer: _____

TOWN OF EAGAR
REVENUE/EXPENDITURE SUMMARY
FOR THE 7 MONTHS ENDING JANUARY 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	PERCENTAGE	PCNT
<u>REVENUE</u>					
TAXES	104,072.73	703,735.71	1,299,929.00	596,193.29	54.1
INTERGOVERNMENTAL REVENUE	95,424.04	552,926.82	975,570.00	422,643.18	56.7
RENTS/ROYALTIES	4,241.51	39,385.70	52,010.00	12,624.30	75.7
CHARGE FOR SERVICE	485.00	8,244.70	23,630.00	15,385.30	34.9
RECREATION/EVENTS	140.00	7,134.11	3,600.00	(3,534.11)	198.2
FEES & PERMITS	5,627.40	44,983.47	82,458.00	37,474.53	54.6
FINES & FORFEITURES	1,643.92	11,043.10	32,305.00	21,261.90	34.2
DONATIONS	52.04	9,386.46	20,275.00	10,888.54	46.3
MISC. REVENUE	4,782.34	427,332.94	419,521.00	(7,811.94)	101.9
TOTAL FUND REVENUE	216,488.98	1,804,173.01	2,909,298.00	1,105,124.99	62.0
<u>EXPENDITURES</u>					
MAYOR & COUNCIL	1,153.00	20,424.20	30,579.00	10,154.80	66.8
GENERAL GOVERNMENT	7,717.81	565,271.01	711,472.00	146,200.99	79.5
MAGISTRATE	1,491.22	23,172.60	60,766.00	37,593.40	38.1
TOWN MANAGER	5,585.64	29,845.85	50,538.00	20,692.15	59.1
TOWN CLERK	9,494.32	50,326.59	67,920.00	17,593.41	74.1
COMMUNITY DEVELOPMENT	11,771.62	62,787.80	103,555.00	40,767.20	60.6
FINANCE	11,090.54	54,801.93	91,198.00	36,596.07	59.9
POLICE	129,420.77	564,180.15	877,181.00	313,000.85	64.3
FIRE	37,208.12	228,019.16	345,124.00	117,104.84	66.1
FIRE CONTINUED/WILDLAND	.00	63,965.20	63,978.00	12.80	100.0
POLICE CONT/ANIMAL CONTROL	6,910.98	34,521.88	64,359.00	29,837.12	53.6
PARKS & RECREATION	2,036.72	23,600.26	53,948.00	30,347.74	43.8
FACILITIES	33,791.28	195,946.51	221,383.00	25,436.49	88.5
FLEET MAINTENANCE	18,834.25	83,738.68	98,224.00	14,485.32	85.3
TOTAL FUND EXPENDITURES	276,506.27	2,000,401.82	2,840,225.00	839,823.18	70.4
NET REVENUE OVER EXPENDITURES	(60,037.29)	(196,228.81)	69,073.00	265,301.81	(284.1)

TOWN OF EAGAR
REVENUE/EXPENDITURE SUMMARY
FOR THE 7 MONTHS ENDING JANUARY 31, 2016

HIGHWAY USERS REVENUE FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>JNEARN/EXPEND</u>	<u>PCNT</u>
<u>REVENUE</u>					
INTERGOVERNMENTAL REVENUE	72,304.27	464,081.38	949,914.00	485,832.62	48.9
MISCELLANEOUS REVENUE	100.00	319.75	6,060.00	5,740.25	5.3
TOTAL FUND REVENUE	<u>72,404.27</u>	<u>464,401.13</u>	<u>955,974.00</u>	<u>491,572.87</u>	<u>48.6</u>
<u>EXPENDITURES</u>					
FACILITIES	.00	24,943.87	98,800.00	73,856.13	25.3
FLEET MAINTENANCE	.00	20,315.84	86,311.00	65,995.16	23.5
HURF	54,110.71	439,941.86	802,386.00	362,444.14	54.8
TOTAL FUND EXPENDITURES	<u>54,110.71</u>	<u>485,201.57</u>	<u>987,497.00</u>	<u>502,295.43</u>	<u>49.1</u>
NET REVENUE OVER EXPENDITURES	<u>18,293.56</u>	<u>(20,800.44)</u>	<u>(31,523.00)</u>	<u>(10,722.56)</u>	<u>(66.0)</u>

TOWN OF EAGAR
REVENUE/EXPENDITURE SUMMARY
FOR THE 7 MONTHS ENDING JANUARY 31, 2016

GRANTS FUND					
	PERIOD ACTUAL	YTD ACTUAL	BUDGET	JNEARN/EXPENSE	PCNT
<u>REVENUE</u>					
INTERGOVERNMENTAL REVENUE	14,000.00	82,399.62	1,000,000.00	917,600.38	8.2
TOTAL FUND REVENUE	14,000.00	82,399.62	1,000,000.00	917,600.38	8.2
<u>EXPENDITURES</u>					
100 CLUB GRANT	.00	322.21	323.00	.79	99.8
FLATTOP TRAILHEAD PARKING	.00	.00	43,828.00	43,828.00	.0
ALTA VISTA DRAINAGE	.00	1,680.00	8,000.00	6,320.00	21.0
PROP 202 GRANT	.00	.00	5,000.00	5,000.00	.0
SCH BUS GRANT SUBMITTAL	.00	2,100.00	6,000.00	3,900.00	35.0
GOHS 2016-PT-084	1,346.10	1,346.10	.00	(1,346.10)	.0
CDBG GRANT	.00	27,124.00	50,000.00	22,876.00	54.3
WATER CNYN/SCHOOL BUS CROSSING	11,141.72	182,510.57	180,905.00	(1,605.57)	100.9
ACCENT OFFICER	200.04	35,709.01	101,110.00	65,400.99	35.3
AZ STATE PARKS-SPORTS COMPLEX	.00	.00	604,834.00	604,834.00	.0
TOTAL FUND EXPENDITURES	12,687.86	250,791.89	1,000,000.00	749,208.11	25.1
NET REVENUE OVER EXPENDITURES	1,312.14	(168,392.27)	.00	168,392.27	.0

TOWN OF EAGAR
REVENUE/EXPENDITURE SUMMARY
FOR THE 7 MONTHS ENDING JANUARY 31, 2016

CONTINGENCY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	JNEARN/EXPENSE	PCNT
<u>REVENUE</u>					
CONTINGENCY REVENUE	.00	.00	750,000.00	750,000.00	.0
TOTAL FUND REVENUE	.00	.00	750,000.00	750,000.00	.0
<u>EXPENDITURES</u>					
CONTINGENCY EXPENSES	.00	.00	750,000.00	750,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	750,000.00	750,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	.00	.00	.00	.0

TOWN OF EAGAR
REVENUE/EXPENDITURE SUMMARY
FOR THE 7 MONTHS ENDING JANUARY 31, 2016

UTILITY ENTERPRISE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	JNEARN/EXPENSE	PCNT
<u>REVENUE</u>					
CHARGE FOR SERVICE	80,817.21	621,802.68	1,259,960.00	638,157.32	49.4
MISCELLANEOUS REVENUE	14,209.90	117,183.55	278,600.00	161,416.45	42.1
TOTAL FUND REVENUE	95,027.11	738,986.23	1,538,560.00	799,573.77	48.0
<u>EXPENDITURES</u>					
FACILITIES	.00	23,228.79	30,000.00	6,771.21	77.4
FLEET MAINTENANCE	.00	8,017.03	46,475.00	38,457.97	17.3
WATER	72,780.96	489,025.44	714,559.00	225,533.56	68.4
WASTEWATER	44,569.93	379,705.69	635,776.00	256,070.31	59.7
TOTAL FUND EXPENDITURES	117,350.89	899,976.95	1,426,810.00	526,833.05	63.1
NET REVENUE OVER EXPENDITURES	(22,323.78)	(160,990.72)	111,750.00	272,740.72	(144.1)

TOWN OF EAGAR
REVENUE/EXPENDITURE SUMMARY
FOR THE 7 MONTHS ENDING JANUARY 31, 2016

ENTERPRISE CAPITAL PROJECTS

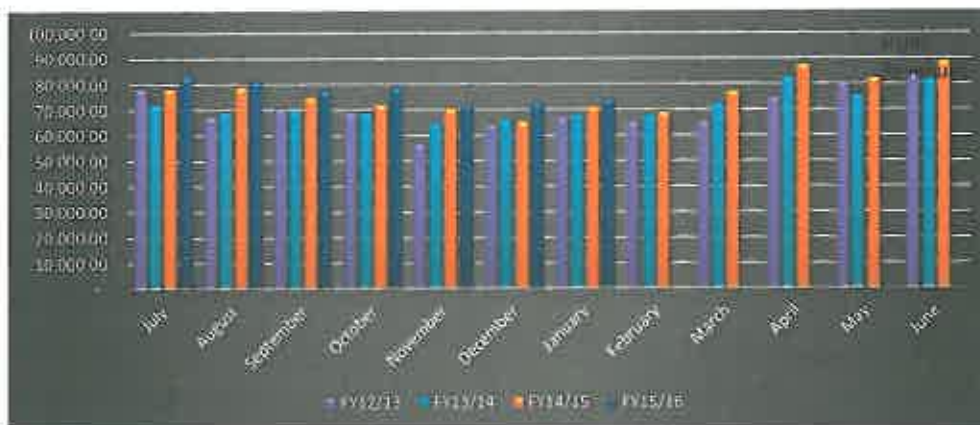
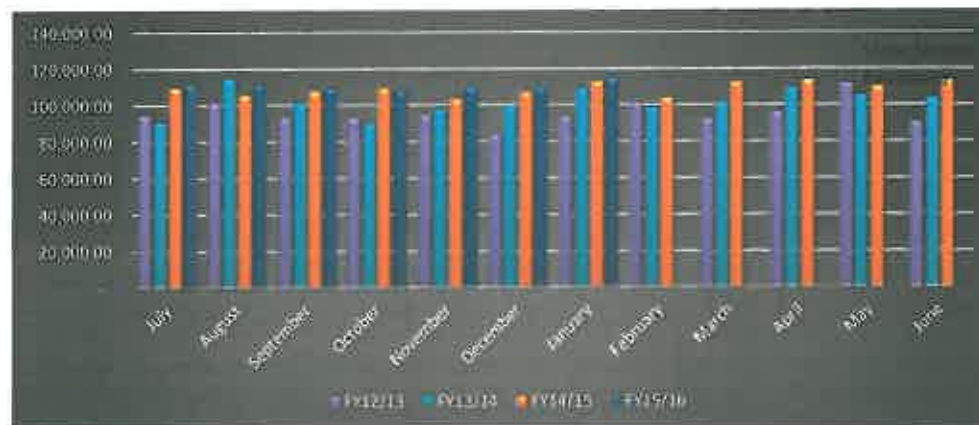
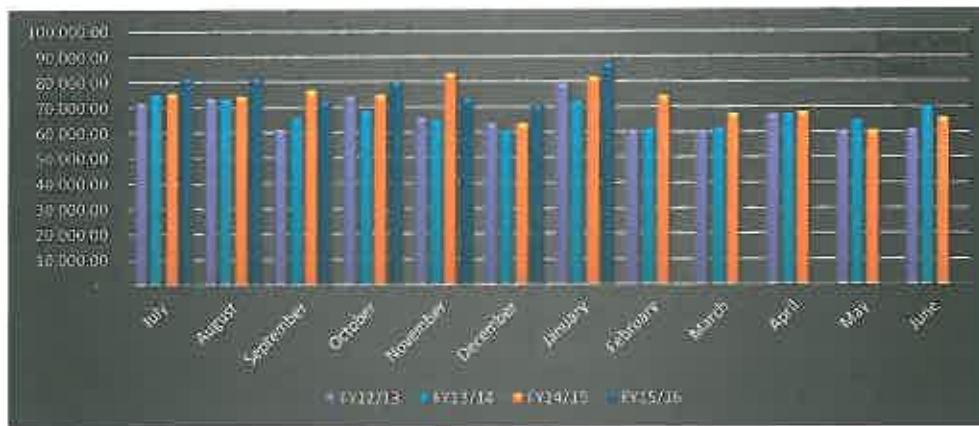
	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>JNEARN/EXPEND</u>	<u>PCNT</u>
<u>REVENUE</u>					
MISCELLANEOUS REVENUE	<u>.00</u>	<u>22.20</u>	<u>.00</u>	<u>(22.20)</u>	<u>.0</u>
TOTAL FUND REVENUE	<u>.00</u>	<u>22.20</u>	<u>.00</u>	<u>(22.20)</u>	<u>.0</u>
<u>EXPENDITURES</u>					
TOTAL FUND EXPENDITURES	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.00</u>	<u>.0</u>
NET REVENUE OVER EXPENDITURES	<u>.00</u>	<u>22.20</u>	<u>.00</u>	<u>(22.20)</u>	<u>.0</u>

Town of Eagar
FY15/16 Historical Revenue Report

	FY12/13	FY13/14	FY14/15	FY15/16	\$ Difference	% Difference
<u>Local Sales Taxes</u>						
<i>Budgeted</i>	875,000.00	825,000.00	825,000.00	833,250.00	\$ 8,250.00	1%
July	71,937.31	75,408.30	75,797.68	81,938.67	\$ 6,140.99	8%
August	73,661.41	73,288.22	74,411.17	81,680.01	\$ 7,268.84	10%
September	61,595.89	65,817.43	76,989.74	72,612.81	\$ (4,376.93)	-6%
October	74,405.39	68,775.35	75,084.55	80,041.07	\$ 4,956.52	7%
November	65,957.18	65,129.66	83,552.80	73,589.56	\$ (9,963.24)	-12%
December	63,727.91	60,654.55	63,725.91	70,759.55	\$ 7,033.64	11%
January	79,362.52	72,410.40	82,035.76	87,422.12	\$ 5,386.36	7%
February	61,074.34	61,238.41	74,624.13			
March	60,554.66	61,576.21	67,488.41			
April	67,180.85	67,511.74	68,102.58			
May	60,632.23	64,914.75	60,737.74			
June	61,038.49	70,226.52	65,764.33			
Totals	\$ 801,128.18	\$ 806,951.54	\$ 868,314.80	\$ 548,043.79	\$ 16,446.18	3.1%
% Change	-2%	1%	8%			

	FY12/13	FY13/14	FY14/15	FY15/16	\$ Difference	% Difference
<u>State Shared Revenues (Shared Sales, Income, VLT)</u>						
<i>Budgeted</i>	\$ 1,175,500.00	\$ 1,175,500.00	\$ 1,254,350.00	\$ 1,341,249.00	\$ 78,850.00	6%
July	94,396.67	90,588.34	109,540.19	110,983.17	\$ 1,442.98	1%
August	101,180.40	114,769.60	105,637.62	110,993.64	\$ 5,356.02	5%
September	93,354.76	100,722.29	107,710.80	109,256.54	\$ 1,545.74	1%
October	93,157.61	89,595.00	109,211.16	108,175.85	\$ (1,035.31)	-1%
November	94,574.65	97,636.35	103,218.16	109,693.85	\$ 6,475.69	6%
December	83,634.29	99,180.30	106,977.91	109,461.53	\$ 2,483.62	2%
January	93,523.09	108,628.36	112,863.23	114,734.91	\$ 1,871.68	2%
February	101,222.79	98,576.70	103,894.82			
March	92,445.59	101,220.15	112,570.30			
April	96,284.37	109,536.36	113,754.87			
May	111,964.30	105,459.03	110,273.94			
June	90,588.34	103,690.83	113,597.72			
Totals	\$ 1,146,326.86	\$ 1,219,603.31	\$ 1,309,250.72	\$ 773,299.49	\$ 18,140.42	2.4%
% Change	5%	6%	7%			

	FY12/13	FY13/14	FY14/15	FY15/16	\$ Difference	% Difference
<u>HURF Revenues</u>						
<i>Budgeted</i>	\$ 887,000.00	\$ 832,250.00	\$ 823,250.00	\$ 949,914.00	\$ 126,664.00	15%
July	78,342.18	72,260.83	78,266.25	83,083.71	\$ 4,817.46	6%
August	67,271.17	69,021.33	78,810.40	80,998.95	\$ 2,188.55	3%
September	70,276.34	69,381.62	74,686.28	77,252.50	\$ 2,566.22	3%
October	68,596.44	68,944.02	71,951.73	78,597.14	\$ 6,645.41	9%
November	56,361.41	64,292.70	70,338.12	71,844.81	\$ 1,506.69	2%
December	64,089.70	65,933.21	65,329.77	72,304.27	\$ 6,974.50	11%
January	66,850.39	67,631.65	70,945.13	73,783.15	\$ 2,838.02	4%
February	64,975.88	67,521.96	68,915.20			
March	65,287.91	72,368.30	77,230.49			
April	74,654.48	82,481.52	87,483.83			
May	80,711.17	75,631.48	82,390.14			
June	83,467.36	81,831.47	88,964.42			
Totals	\$ 840,884.43	\$ 857,300.09	\$ 915,311.76	\$ 537,864.53	\$ 27,536.85	5.4%
% Change	7%	2%	7%			





February 23, 2016

TO: Mayor and Council

FR: Jeremiah Lloyd, Community Development Administrator

RE: Apache County Countywide Trail Resolution 2016-03

Background:

We recently were awarded a grant that included a year of technical assistance from the National Park Service [NPS] through the Rivers, Trails, and Conservation Assistance [RTCA] to begin planning a trail. As a result, much progress has been achieved and partnerships with Apache County, St Johns, and Springerville have been strengthened through the formation of a stakeholder group. The group meets monthly for planning sessions, and to date we have held four such meetings. We have also begun dialogue with the State Land Department, Petrified Forest National Park and Lyman Lake State Park.

A funding source for construction of the trail and amenities in fiscal year 2017-2018 has been identified via Arizona State Parks [ASP] Off Highway Vehicle [OHV] Recreational Trails Program [RTP]. Staff would like to pursue a grant request of \$296,225. While no match is required, bonus points are awarded if we have a 15% match. The 15% would require a \$52,275 match. This match will be divided among the sponsoring entities. Apache County has agreed to a \$30,000 in-kind match for maintenance of the trail. This leaves \$22,275 to be divided between St Johns, Springerville and Eagar. The total match would be \$7,425 from each municipality. Staff will ask for a \$2,000 in-kind match for updating the eagaraz.org website which reduces our cash match to \$5,425. This resolution is a request to approve the submittal of the grant application. Actual funding will be discussed next year as part of the CIP process.

We see this as an excellent opportunity to get the maximum benefits with a minimum cost and to expand local and regional outdoor activities. In turn this will have a positive economic impact regionally.

If you have any questions please call 928-333-4128 Ext. 228.

Respectfully,

RESOLUTION NO. 2016-03

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF EAGAR, ARIZONA APPROVING AN APPLICATION FOR THE MOTORIZED AND NON- MOTORIZED RECREATIONAL TRAILS PROGRAM

WHEREAS, the Congress of the United States has authorized the Recreational Trails Program (RTP) as a federal-aid assistance program to help states provide and maintain recreational trails for motorized and non-motorized recreational use, and the State of Arizona has established the Off-Highway Vehicle Recreation Fund to fund a variety of off-highway vehicle recreations projects, and these funds are available to eligible project sponsors for acquiring lands and developing facilities for public off-highway vehicle (OHV) purposes; and

WHEREAS, Arizona State Parks (Parks) is responsible for the administration of the Statewide OHV and RTP programs within the Arizona, setting up necessary rules and procedures governing application by eligible project sponsors under the program; and

WHEREAS, the adopted procedures established by Parks require project sponsors to certify by resolution their approval of submitting an application, signature authorization, the availability of local matching funds (if applicable), and giving authorization to sign a project agreement; and

NOW, THEREFORE, BE IT RESOLVED THAT THE EAGAR TOWN COUNCIL hereby:

1. Approves the submission of an application for grant funds from the motorized trail program, and
2. Certifies that the application is consistent and compatible with all proposed and adopted plans and programs for the Apache County Countywide Trail; and
3. Agrees to comply with all appropriate procedures, guidelines, and requirements established by Parks as a part of the application process; and
4. Certifies the project sponsor will comply with all appropriate state and federal regulations, policies, guidelines, and requirements as they relate to the application; and
5. Certifies the project sponsors have matching funds in the amount of \$52,275.00 to be divided between Apache County and towns of Eagar, Springerville, and St. Johns. Of this amount, \$7,425 will come from each of the towns, and \$30,000 from Apache County in in-kind contributions.
6. Appoints Jeremiah Loyd, Eagar Community Development Administrator, as agent of the Apache County Countywide Trail to conduct negotiations, execute and submit documents including, but not limited to, applications, agreements, amendments, billing statements, and so on, which may be necessary for the completion of the project.

NOW THEREFORE, BE IT RESOLVED that the Eagar Town Council, at a properly called meeting hereby certifies that the foregoing Resolution No. 2016-03 is a true, correct and accurate copy of Resolution No. 2016-03 passed and adopted at a regular meeting of the Eagar Town Council, held on March 1, 2016 at which a quorum was present and voted in favor of the resolution.

ATTEST:

APPROVED:

Eva M. Wilson, Town Clerk

Bryce Hamblin, Mayor

APPROVED AS TO FORM:

Douglas E. Brown, Town Attorney



February 24, 2016

TO: Mayor and Council

FROM: Jeremiah D. Loyd, P.E., CFM
Community Development Administrator

THROUGH: Tami Ryall

RE: Eagar Industrial Park Master Plan

The Eagar Industrial Park is located within Apache County's jurisdiction on Town of Eagar Property. The Town received a grant for \$50,000 from USDA for master planning the Industrial Park. Staff issued a Request for Qualifications [RFQ] in late November. Five firms responded with Statements of Qualification [SOQ]. A selection committee was formed and the submittals were scored. The top two candidates were the WLB Group and J2 Engineering. The firms were interviewed and J2 Engineering was selected to proceed with the contract for the master planning of the park as they exhibited in depth detail of what would be necessary for the plan to be a success. J2 has extensive experience with projects of similar scope and magnitude. To supplement the firms experience with industrial planning a sub consultant, Jack Gilmore, from Gilmore Planning & Landscape Architecture was added to the project team.

The following elements will be included within the scope of the project. Data will be collected analyzed and synthesized to create the master plan. Public outreach and staff involvement will be critical to achieving a successful master plan. Stakeholders will be involved early in the planning process to bring any potential challenges to the forefront. Stakeholders include the Town of Eagar, the Hopi Tribe, the State Land Department and businesses within the existing park and surrounding the park. J2 will determine what the primary concerns are, then proceed to find the best way to solve areas of concern through devising a suite of solutions. A preferred alternative will then be selected and implemented. "Best practices" for industrial parks in rural areas across the country will be reviewed and included as guidelines. A utility analysis will outline future needs on the Town's systems to expand the park. A drainage report will illustrate how the park will function during storm events, and where runoff will be conveyed to within the conceptual report. Flexibility of uses will be explored within the context of zoning and preliminary programming.

If you have any questions please call 928-333-4128 Ext. 228.

Respectfully,

Jeremiah D. Loyd, P.E., CFM

AGREEMENT FOR
Architectural/Engineering Services
Eagar Industrial Park Master Plan and Analysis

THIS Agreement is entered into as of this 1st day of March, 2016, by and between the Town of Eagar, Arizona, a municipal corporation, hereinafter referred to as the "Town" and J2 Engineering, hereinafter referred to as the "A/E."

FOR THE PURPOSE of providing professional architectural or engineering services for the Town of Eagar on the **Eagar Industrial Park Master Plan and Analysis**, hereinafter referred to as the "Project," the Town and A/E do hereby mutually agree to the following:

1. SERVICES AND RESPONSIBILITIES

1.1 Retention of the A/E. In consideration of the mutual promises contained in this Agreement, the Town engages the A/E to render professional services set forth herein, in accordance with all the terms and conditions contained in this Agreement.

1.2 Scope of Services. The A/E shall do, perform and carry out in a satisfactory and proper manner, as determined by the Town, the services set forth in this Agreement, including all exhibits ("Services"). The specific scope of work for this Project is set forth in Exhibit A.

1.3 Responsibility of the A/E.

1.3.1 A/E hereby agrees that the documents prepared by A/E shall comply with applicable laws and regulations. In addition, and not as a limitation on the foregoing, such planning documents, analysis, and all other documents prepared by A/E shall be prepared in accordance with applicable professional standards. Any review or approval of said documents does not diminish these requirements.

1.3.2 A/E shall tour the Project site and become familiar with existing conditions, including utilities, prior to commencing the Services and notify Town of any constraints associated with the Project site. A/E shall maintain cost controls to deliver the Project within allocated budget.

1.3.3 A/E shall procure and maintain during the course of this Agreement insurance coverage required by Paragraph 4 of this Agreement.

1.3.4 A/E shall designate Jeremiah Loyd as Project Manager and all communications shall be directed to him. Key A/E Personnel are set forth in Exhibit B. "Key Personnel" includes the A/E employee who will place his license number and signature on key documents and those employees who have significant responsibilities regarding the Services and Project. Prior to changing such designation A/E shall first obtain the approval of the Town.

1.3.5 A/E's subcontracts are set forth in Exhibit B attached hereto and made a part hereof. Any modification to the list of Subcontractors on Exhibit B, either by adding, deleting or changing subcontractors, shall require the written consent of the Town.

1.3.6 A/E shall obtain its own legal, insurance and financial advice regarding A/E's legal, insurance and financial obligations under this Agreement.

1.3.7 A/E shall provide required reports on the progress of the Services. A/E shall coordinate its activities with the Town's representative.

1.4 Responsibility of the Town.

1.4.1 The Town shall cooperate with the A/E by placing at his disposal all available information concerning the site of the Project, including all previous plans, drawings, specifications, and design and construction standards; assistance in obtaining necessary access to public and private lands; legal, accounting, and necessary permits and approval of governmental authorities or other individuals.

1.4.2 Town designates Jeremiah Loyd as its Project Representative. All communications to Town shall be through its Project Representative.

2. CONTRACT TIME AND CONTRACT SUM

2.1 Contract Time. The Contract Time and any applicable schedule of services are set forth in Exhibit C.

2.2 Contract Sum. All compensation for complete and satisfactory completion of services rendered by A/E, including its subcontractor(s), shall be set forth in Exhibit D and shall not exceed \$60,000. This project shall be a lump contract and A/E agree to produce for the Town all items included in Exhibit A.

2.3 Method of Payment. A/E shall prepare monthly invoices and progress reports which clearly indicate the progress to date and the amount of compensation due by virtue of that progress. All invoices shall be for services completed.

3. CHANGES TO THE SCOPE OF SERVICES

The Town may, at any time, by written change order, make changes in the Scope of Work. If A/E believes a change in the Scope of Work has been ordered, A/E shall submit a request for a change order in writing within ten (10) days from the date of receipt by A/E of notice of the change. It is distinctly understood and agreed by the parties that no claim for extra services provided or materials furnished by A/E will be allowed by the Town except as provided herein nor shall A/E provide any services or furnish any materials not covered by this Agreement unless Town first approves in writing.

4. INSURANCE REPRESENTATIONS AND REQUIREMENTS

4.1 General. A/E agrees to comply with all Town ordinances and state and federal laws and regulations. Without limiting any obligations or liabilities of A/E, A/E shall purchase and maintain, at its own expense, hereinafter stipulated minimum insurance with insurance companies duly licensed by the State of Arizona (admitted insurer) with an AM Best, Inc. rating of A-7 or above or an equivalent qualified unlicensed insurer by the State of Arizona (non-admitted insurer) with policies and forms satisfactory to the Town. Failure to maintain insurance as specified may result in termination of this Agreement at Town's option.

4.2 No Representation of Coverage Adequacy. By requiring insurance herein, Town does not represent that coverage and limits will be adequate to protect A/E. Town reserves the right to review any and all of the insurance policies and/or endorsements cited in this Agreement but has no obligation to do so. Failure to demand such evidence of full compliance with the insurance requirements set forth in this Agreement or failure to identify any insurance deficiency shall not relieve A/E from, nor be construed or deemed a waiver of, its obligation to maintain the required insurance at all times during the performance of this Agreement.

4.3 Additional Insured. All insurance coverage and self-insured retention or deductible portions, except Workers Compensation insurance and Professional Liability insurance if applicable, shall name, to the fullest extent permitted by law for claims arising out of the performance of this Agreement, Town, its agents, representative, officers, directors, officials and employees as Additional Insured as specified under the respective coverage sections of this Agreement.

4.4 Coverage Term. All insurance required herein shall be maintained in full force and effect until all Services required to be performed under the terms of this Agreement is satisfactorily performed, completed and formally accepted by the town, unless specified otherwise in this Agreement.

4.5 Primary Insurance. A/E's insurance shall be primary insurance. All insurance, except Workers' Compensation and Professional Liability, shall provide protection of the Town as an Additional Insured.

4.6 Claims Made. In the event any insurance policies required by this Agreement are written on a "claims made" basis, coverage shall extend, either by keeping coverage in force or purchasing an extended reporting option, for three (3) years past completion and acceptance of the Services evidenced by submission of annual Certificates of Insurance citing applicable coverage is in force and contains the provisions as required herein for the three year period.

4.7 Waiver. All policies, except Workers' Compensation Insurance and Professional Liability, shall contain a waiver of rights of recovery (subrogation) against Town, its agents, representative, officials, directors, officers, and employees for any claims arising out of the Services of A/E. A/E shall arrange to have such subrogation waivers incorporated into each policy via formal written endorsement thereto.

4.8 Policy Deductibles and or Self Insured Retentions. The policies set forth in these requirements may provide coverage, which contain deductibles or self-insured retention amounts. Such deductibles or self-insured retention shall not be applicable with respect to the policy limits provided to Town. A/E shall be solely responsible for any such deductible or self-insured retention amount. Town, at its option, may require A/E to secure payment of such deductible or self-insured retention by a surety bond or irrevocable and unconditional Letter of Credit.

4.9 Use of Subcontractors. If any Services under this Agreement are subcontracted in any way, A/E shall execute written agreement with Subcontractor containing the same Indemnification Clause and Insurance Requirements set forth herein protecting Town and A/E. A/E shall be responsible for executing the agreement with Subcontractor and obtaining Certificates of Insurance verifying the insurance requirements.

4.10 Evidence of Insurance. Prior to commencing any Services under this Agreement, A/E shall furnish Town with Certificate(s) of Insurance, or formal endorsements as required by this Agreement, issued by A/E's Insurer(s) as evidence that policies are placed with acceptable insurers as specified herein and provide the required coverage's, conditions, and limits of coverage specified in this Agreement and that such coverage and provisions are in full force and effect. Acceptance of and reliance by the Town on a Certificate of Insurance shall not waive or alter in any way the insurance requirements or obligations of this Agreement. Such Certificate(s) shall identify the Agreement and be sent to the Town Risk Manager. If any of the above cited policies expire during the life of this Agreement, it shall be A/E's responsibility to forward renewal Certificates within ten (10) days after the renewal date containing all the aforementioned insurance provisions. Certificates shall specifically cite the following provisions:

4.10.1 Town, its agents, representatives, officers, directors, officials and employees is an Additional Insured as follows:

- a. Commercial General Liability-Under ISO Form CG 20 10 11 85 or equivalent.

- b. Auto Liability-Under ISO Form CA 20 48 or equivalent.
- c. Excess Liability-Follow Form to underlying insurance.

4.10.2 All policies, except Workers' Compensation and Professional Liability, waive rights of recovery (subrogation) against Town, its agents, representatives, officers, directors, officials and employees for any claims arising out of Services performed by A/E under this Agreement.

4.10.3 Certificate shall cite a thirty (30) day advance notice cancellation provision. If ACORD Certificate of Insurance form is used, the phrases in the cancellation provision "endeavor to" and "but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives" shall be deleted. Certificate forms other than ACORD form shall have similar restrictive language deleted.

4.11 Required Coverage:

4.11.1 Commercial General Liability: A/E shall maintain "occurrence" form Commercial Liability Insurance with an unimpaired limit of not less than \$1,000,000 for each occurrence, \$2,000,000 Products and Completed Operations Annual Aggregate, and a \$2,000,000 General Aggregate Limit. The policy shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury. Coverage under the policy will be at least as broad as Insurance Services Office, Inc. policy form CG 00 010 93 or equivalent thereof, including but not limited to, separation of insured clause. To the fullest extent allowed by law, for claims arising out of the performance of this Agreement, Town, its agents, representative, officers, directors, officials and employees shall be cited as an Additional Insured Endorsement form CG 20 10 11 85 or equivalent, which shall read "Who is an Insured (Section II) is amended to include as an insured the person or organization shown in the Schedule, but only with respect to liability arising out of "your work" for that insured by or for you". If any Excess insurance is utilized to fulfill the requirements of this paragraph, such Excess insurance shall be "follow form" equal or broader in coverage scope than underlying insurance.

4.11.2 Professional Liability: A/E shall maintain Professional Liability insurance covering errors and admissions arising out of the Services performed by A/E, or anyone employed by A/E, or anyone for whose acts, mistakes, errors and omissions A/E is legally liable, with an unimpaired liability insurance limit of \$1,000,000 each claims and \$2,000,000 all claims. Professional Liability coverage specifically for Architects, Engineers and Surveyors shall contain contractual liability insurance covering the contractual obligations of this Agreement.

4.11.3 Vehicle Liability: A/E shall maintain Business Automobile Liability Insurance with a limit of \$1,000,000 each occurrence on A/E's owned, hired, and non-owned vehicles assigned to or used in the performance of the A/E's Services under this Agreement. Coverage will be at least as broad as Insurance Services Office, Inc. coverage code "1" any auto policy form CA 00 01 12 93 or equivalent thereof. To the fullest extent allowed by law, for claims arising out of performance of this Agreement, the Town, its agents, representative, officers, directors, officials and employees shall be cited as an Additional Insured under the Insurance Service Offices, Inc. Business Auto Policy Designated Insured Endorsement form CA 20 48 or equivalent. If any Excess insurance is utilized to fulfill the requirements of this paragraph, such Excess insurance shall be "follow form" equal or broader in coverage scope than underlying insurance.

4.11.4 Workers' Compensation Insurance: A/E shall maintain Workers' Compensation insurance to cover obligations imposed by federal and state statutes having jurisdiction of A/E's employees engaged in the performance Services under this Agreement and shall also maintain Employer Liability Insurance of not less than \$500,000 for each accident, \$500,000 disease for each employee and \$1,000,000 disease policy limit.

5. INDEMNIFICATION

5.1 To the fullest extent permitted by law, the A/E, its successors, assigns and guarantors, shall pay, indemnify and hold harmless the town, its agents, officers, officials and employees from and against all demands, claims, proceedings, suits, damages, losses and expenses (including but not limited to attorney fees, court costs, and the cost of appellate proceedings), and all claim adjustment and handling expenses, relating to but only to the extent, arising out of, or alleged to have resulted from the acts, errors, mistakes, omissions, Services caused by the A/E, its agents, employees or any tier of A/E's subcontractors related to the Services in the performance of this Agreement. A/E's duty to hold harmless and indemnify the town, its agents, officers, officials and employees shall arise in connection with any claim, damage, loss or expense that is attributable to bodily injury, sickness, disease, death, or injury to, impairment, or destruction of property including loss of use of resulting therefrom, but only to the extent caused by A/E's acts, errors, mistakes, omissions, Services in the performance of this Agreement including any employee of the A/E, any tier of A/E's subcontractor or any other person for whose acts, errors, mistakes, omissions, Services the A/E may be legally liable including the Town.

5.2 If any claim, action or proceeding is brought against Town by reason of any event that is the subject of this Agreement and or described herein, upon demand made by Town, A/E, at its sole costs and expense, shall pay, resist or defend such claim or action on behalf of Town by attorney of A/E, or if covered by insurance, A/E's insurer, all of which must be approved by Town, which approval shall not be unreasonably withheld or delayed. Town shall cooperate with all reasonable efforts in the handling and defense of such claim. Included in the foregoing, Town may engage its own attorney to defend or assist in its defense. Any settlement of claims shall fully release and discharge the indemnified parties from any further liability for those claims. The release and discharge shall be in writing and shall be subject to approval by the Town, which approval shall not be unreasonable withheld or delayed. If A/E neglects or refuses to defend Town as provided by this Agreement, any recovery or judgment against Town for a claim covered under this Agreement shall conclusively establish A/E's liability to Town in connection with such recovery or judgment, and if Town desires to settle such dispute, Town shall be entitled to settle such dispute in good faith and A/E shall be liable for the amount of such settlements and all expenses connected to the defense, including reasonable attorney fees, and other investigative and claims adjusting expenses.

5.3 Insurance provisions set forth in this Agreement are separate and independent from the indemnity provisions of this paragraph and shall not be construed in any way to limit the scope and magnitude of the indemnity provisions. The indemnity provisions of this paragraph shall not be construed in any way to limit the scope and magnitude and applicability of the insurance provisions.

6. TERMINATION OF THIS AGREEMENT

6.1 Termination. The Town may, by written notice to the A/E, terminate this Agreement in whole or in part with a seven (7) day notice, either for the Town's convenience or because of the failure of the A/E to fulfill his contract obligations. Upon receipt of such notice, the A/E shall: (1) immediately discontinue all services affected (unless the notice directs otherwise), and (2) deliver to the Town copies of all data, drawings, reports, estimates, summaries, working papers, and such other information and materials as may have been accumulated by the A/E in performing this Agreement, whether completed or in process. This Agreement may be terminated in whole or in part by the A/E in the event of substantial failure by the Town to fulfill its obligations.

6.2 Payment to A/E On Termination. If the Agreement is terminated, the Town shall pay the A/E for the services rendered prior thereto in accordance with percent completion at the time work is suspended minus previous payments.

7. ASSURANCES

7.1 Examination of Records. The A/E agrees that duly authorized representatives of the Town shall, until the expiration of three (3) years after final payment under this Agreement, have access to and the right to examine any directly pertinent books, documents, papers, and records of the A/E involving transactions related to this Agreement.

7.2 Ownership of Document and Other Data. Original documents, such as tracings, plans, specifications, maps, basic survey notices and sketches, charts, computations, and other data prepared or obtained under the terms of this Agreement or any change order are and will remain the property of the Town unless otherwise agreed to by both parties. The Town may use such documents for other purposes without further compensation to the A/E; however, any reuse without written verification or adaptation by A/E for the specific purpose intended will be at Town's sole risk and without liability or legal exposure to A/E. Any verification or adaptation of the documents by A/E for other purposes than contemplated herein will entitle A/E to further compensation as agreed upon between the parties.

7.3 Litigation. Should litigation be necessary to enforce any term or provision of this Agreement, or to collect any damages claimed or portion of the amount payable under this Agreement, that all litigation and collection expenses, witness fees, court costs, and reasonable attorneys' fees incurred shall be paid to the prevailing party.

7.4 Independent Contractor. A/E shall be an independent contractor and not an agent of the Town and shall direct and supervise the services required by this Agreement and shall be responsible for all means, methods, techniques, sequences and proceedings associated with the Services and shall be responsible for the acts and omissions of its employees, agents and other persons performing any of the Services under a contract with the A/E.

7.5 Exclusive Use of Services - Confidentiality. The services agreed to be provided by A/E within this Agreement are for the exclusive use of the Town and A/E shall not engage in conflict of interest nor appropriate Town work product or information for the benefit of any third parties without Town consent.

7.6 Sole Agreement. There are no understandings or agreements except as herein expressly stated.

7.7 Caption. Paragraph captions are for convenience only and are not to be construed as a part of this Agreement; and in no way do they define or limit the Agreement.

7.8 Time is of the Essence. The timely completion of the Project is of critical importance to the economic circumstances of the Town.

7.9 Notices. Any notice to be given under this Agreement shall be in writing, shall be deemed to have been given when personally served or when mailed by certified or registered mail, addressed as follows:

TOWN:
Town Manager
PO Box 1300
Eagar, AZ 85925

A/E:

The address may be changed from time to time by either party by serving notices as provided above.

8. CONTROLLING LAW

This Agreement is governed by the laws of the State of Arizona.

9. INTERESTS AND BENEFITS

9.1 Conflict of Interest of A/E. The A/E covenants that he presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under this Agreement. The A/E further covenants that in the performance of this Agreement, no person having any such interest shall be employed.

9.2 Interest of Town Members and Others. No officer, member or employee of the Town and no member of its governing body, who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of the services to be performed under this Agreement, shall participate in any decision relating to this Agreement which affects his personal interest or have any personal or pecuniary interest, direct or indirect, in this Agreement or the process thereof.

10. ASSIGNABILITY

The A/E shall not assign any interest in this Agreement, and shall not transfer any interest in the same without the prior written consent of the Town thereto.

IN WITNESS WHEREOF, the Town and the A/E have executed this Agreement as of the date first written.

TOWN OF EAGAR

By _____
Bryce Hamblin, Mayor

ATTEST:

Town Clerk

APPROVED AS TO FORM:

Town Attorney

ARCHITECT/ENGINEER

By _____

Its _____



February 23, 2016

Jeremiah Loyd, E.I.T., CFM
Community Development Administrator
Town of Eagar | PO BOX 1300 85925
(928) 333-4128 Ext 228 | F (928) 333-5140

Re: Eagar Industrial Park Land Use and Utility Master Plan, Scope of Services

Dear Mr. Loyd,

J2 is very pleased to present this Scope of Services for the Town of Eagar's (TOE), Eagar Industrial Park Land Use and Utility Master Plan. J2 will serve as the Prime Consultant for the project providing overall project coordination of the Master Plan process with support from Gilmore Planning for specific industrial planning/zoning expertise.

Project Understanding: The project consists of the development of a Land Use and Utility Master Plan for nearly 460 acres of largely undeveloped area to the west of Eagar in Apache County. The project will be referred to as the Eagar Industrial Park Land Use and Utility Master Plan. The parcels (Apache County parcel numbers) included are:

103-11-001	103-10-013B	103-10-012D
103-10-012A	103-10-013C	103-10-005A
103-10-012B	103-10-013A	
	103-10-012C	

The Town of Eagar is seeking to prepare a Master Plan Document that can be approved by Council. This plan will include citizen input and communication dialog with Arizona State Trust Lands (ASLD) and the Hopi Tribe. The plan will be a building block in the potential future annexation of these parcels into the town limits. In addition to developing land use scenarios and a review of "best practices" of how the parcels could be most effectively utilized to maximize job creation potential. In addition the town would also like to consider the view shed and impact to adjacent and surrounding uses and land. It is the town's ultimate goal to annex these parcels.

Known anticipated work efforts include:

- A portion of the parcels will require zoning changes, not in scope, but this study will recommend new zoning classifications and approach to the rezoning process.

4649 E. Cotton Gin Loop Suite B2
Phoenix, Arizona 85040
phone 602-438-2221
fax 602-438-2225

Scope of Services

Town of Eagar's (TOE), Eagar Industrial Park Land Use and Utility Master Plan

- The town does not have any survey data in the vicinity and are working with USGS 7.5' quadrangles, AZ_Eagar_20141203_TM_geo.pdf and AZ_Greer_20141124_TM_geo.pdf. If funding permits the town would like to include aerials and a utility study as a part of this scope of services.
- The study will review the environmental clearance requirements and make recommendations on how to address processing.
- The FIRM panel number associated with the project is 04001C4675E. The project area contains primarily zone D with a small portion of SFHA around a pond of nearly 23 acres. The Little Colorado River is near the project site but is offsite and the Town does not anticipate the need for a 404 permit.
- If funding permits the town would like to include a utility study as a part of this scope of services. Note; there is an onsite well with limited capacity and the nearest water and sewer lines are about 4.75 miles away.
- The level of detail would be conceptual with: land use components infrastructure sizing, circulation, drainage, keeping the view shed in mind and some renderings to aid in the annexation. The phase of the project would only be for the master plan report and entitlements.

Our estimated fee for this site selection effort is shown on the attached Fee Schedule. The fee has been

We thank you for the continued opportunity to be of service to the Town of Eagar for this project. We are prepared to begin work immediately. Please do not hesitate to call with any questions.

Sincerely,



Dean A. Chambers, RLA, ASLA
Sr. Landscape Architect and Project Manager
J2 Engineering & Environmental Design

Scope of Services

Town of Eagar's (TOE), Eagar Industrial Park Master Plan

Scope of Services

Approach

In response your project's special considerations, we have formulated the following outline approach to the Town of Eagar's Eagar Industrial Park Land Use and Utility Master Plan. The detailed scope of work is provided on the following pages.

Process Oriented Planning and Design

The design/planning process follows a logical sequence with on-going input from the Town Staff and all parties involved. The sequence is as follows:

Master Planning/Design Process

Analyze - Become familiar with the project. Get to know and understand the various aspects of the project.

Define - Determine what the main issues of the project are.

Ideate - Search out all of the best ways of reaching major goals identified.

Select - Compare goals with possible ways of reaching them; the best alternative (or combination of).

Implement - Give physical form to the Preferred Alternative (in detail).

Evaluate - Determine and document the effects and ramifications of the design and cost phases.

Summary Scope of Master Planning Services

Task 1.0

Conduct Site Analysis/Opportunities/Constraints. Conduct interviews with Staff
Identify Design Goals and Objectives Development in a Work Session with Staff and
Public in an Open House Outreach
Program the Facility and Set Priorities.

Task 2.0

Prepare Concept Plan Alternatives.
Select preferred Alternative and achieve consensus and receive direction to move to
preliminary Master Plan.

Task 3.0

Prepare Preliminary Master Plan.
Present Preliminary Master Plan for review and Approval.
Receive direction to move to Final Master Plan.

Task 4.0

Prepare Final Master Plan.
Send Final Master Plan draft to staff for comments.
Provide Final Master Plan products: Presentation drawing (mounted and laminated)
and CD of Final Master Plan.

Scope of Services

Town of Eagar's (TOE), Eagar Industrial Park Master Plan

Task 1.0 Site Inventory/Analysis/Programming/Evaluation Study

Purpose: To establish a high level preliminary understanding and gather background information of existing conditions relative to the parcels. This will include gaining familiarity with the surrounding landuse and facilities in the area, cultural and biological influences and an understanding of the infrastructure extensions and improvements that would be required.

Method:

1.1 Gather and review existing data/information for project sites, including reports and studies.

- TOE Zoning and General Plan
- Apache County Zoning and General Plan
- Available Existing Base Mapping
- Utilities
 - Water
 - Sewer
 - Storm Drainage
 - Gas
 - Power
 - Effluent
- GIS Site Data (provided by client)
- Existing/Proposed Town of Eagar improvement plans within the CIP that are associated with project area (provided by TOE)
- Assessor Maps
- Property Ownership (ASLD, Hopi Tribe, AZGFD and other private are known)
- FIRM Flood Delineation Maps
- Existing and Proposed Drainage Studies in area
- Existing Environmental Studies (provided by TOE only)
- Geotechnical existing available testing in the area and existing available soils mapping
- Aerial Photo (Google Earth)
- Topo (existing available GIS data)
- Preliminary Employment Market Research/Analysis

1.2 Assessment/Inventory existing site conditions.

Application of planning methodologies in the assessment of existing conditions from a high level review of existing published data coupled with a physical field review of each site.

Site reconnaissance, including analysis of:

- Topography
- Slope
- Views into and out of sites
- Lighting
- Circulation
- Parking
- Status of Current Facilities
- Future Facility Locations
- Existing vegetation / irrigation systems
- Drainage / run off patterns

Scope of Services

Town of Eagar's (TOE), Eagar Industrial Park Master Plan

- Floodplain and Floodway Evaluations
- Service / maintenance access
- Existing utilities and easements
- Existing visual character
- Coordination and interface with existing and future surrounding landuse and programmed developments

1.3 Establish Goals and Objectives along with Site Programming with staff and Public in and Open House Outreach.

The J2 Team will sit down with TOE staff to review programming needs for the development. This discussion will include specifics on the type and mix of industrial uses. Review of the potential economic impacts of the uses. The same day (evening) a public open house outreach meeting to gather input from the Eagar citizens on desired uses for the site.

1.4 Site Analysis/Opportunities and Constraints Mapping/Site Evaluation

The J2 Design Team will develop a site analysis graphic that depicts the opportunities and constraints that will be developed to depict the outcome of the research and effort included in Tasks 1.2.

Products:

- Site Analysis/Opportunities and Constraints Graphic
- Summary of Open House comments
- Draft Program of Uses
- Summary written documentation of findings
- Summary of utility research
- Base mapping
- Meeting notes
- Preliminary Employment Market Memo
- Electronic Submission of all printed materials in PDF format

Meetings:

- Site Visit
- Town Staff/Apache County
- Town Staff Goals/Objectives/Programming
- Public Open House Outreach

All four of these meetings would be accomplished in one day on a combined trip. Assume one night stay for planning team.

Scope of Services

Town of Eagar's (TOE), Eagar Industrial Park Master Plan

Task 2.0 Develop Plan Concept

Purpose: In response to Task 1.0, Inventory & Analysis, work closely with the Town staff to generate a concept plan that best respond to the synthesis of technical studies, design concepts, and collective efforts of the consultant and Town.

Method:

2.1 Generate concept for Eagar Industrial Park. The concept will be based upon:

- Site Analysis/Opportunities and Constraints
- Analysis Review of Existing Data/Information
- Maintenance vehicles
- Utilities and easements
- Drainage requirements
- Design vocabulary of existing and proposed building materials, and contents of previous design studies, manuals and reports.
- Associated uses surrounding and adjacent to the park
- Zoning
- Generate Alternative Concept Plan(s) (3 minimum) to include (may be combined on one or more plan sheets):
 - Roadway Layout
 - Lot Plan
 - Grading & Drainage Concept
 - Utility Routing Concept
 - Landscape Concept
 - Zoning Types
 - Site Data

2.2 View Shed Analysis Plan and Sketch Model

- Prepare a Sketch overlay Model of the Concept Plan alternatives. This initial series of models will be simple "sketch" form study models that will serve to test the alternatives for spatial relationships, space, views, etc.

2.3 Cost Analysis

- Prepare an "Order of Magnitude Cost" for estimated development of Concept Plan alternatives.

Product:

- Concept Plan for Eagar Industrial Park Land Use and Utility Master Plan, documentation/graphic @ (24" x 36" min. may be larger)
- Sketch overlay multiple views, up to 4 per Concept will be placed on a 24" x 36" sheet
- Order of Magnitude Cost Analyses

Meetings:

- Review with Town staff
- Presentation/Workshop/Preference Determination/Prioritization w/Public.

Both of these meetings would be accomplished in one day on a combined trip. Assume one night stay for planning team.

Scope of Services

Town of Eagar's (TOE), Eagar Industrial Park Master Plan

Task 3.0 Preliminary Master Plan

Purpose: To refine the concept plan in detail sufficient for development of cost and implementation strategies; to present a clear overall design scenario of plan elements.

Method:

3.1 Prepare a Preliminary Master Plan for Development including:

- Roadway Layout
- Lot Plan
- Grading & Drainage Concept
- Utility Routing Concept
- Landscape Concept
- Zoning Types
- Site Data
- Phasing Plan

3.2 Prepare Sketch overlay Model Views

- Prepare a Sketch overlay Model Views of the Preliminary Master Plan. These will be more refined with color. We will work with TOE and agree upon the four (4) views to prepare.

3.3 Prepare Order of Magnitude Cost Estimate for the preliminary master plan.

3.4 Present Preliminary Master Plan to Public.

Product:

- Preliminary Master Plan
 - 1 -36" x 48" mounted/rendered plan
 - 10- 11"x 17" color copies
- Sketch up Model(s) multiple views, up to 4 per Concept will be placed on a 24" x 36" sheet
- Preliminary Programming Memo
- Preliminary Zoning Recommendations Memo
- Preliminary Drainage Memo
- Preliminary Utility Infrastructure Memo
- Preliminary Environmental Requirements Memo
- Preliminary Order of Magnitude Cost Estimate

Meetings:

- Review with Town staff
- Presentation to Eagar Parks Public

Both of these meetings would be accomplished in one day on a combined trip. Assume one night stay for planning team.

Scope of Services

Town of Eagar's (TOE), Eagar Industrial Park Master Plan

Task 4.0 Final Master Plan

Purpose: To consolidate the planning, design, and research efforts into a graphic illustration of the Eagar Industrial Park facility.

Method:

4.1 Prepare Eagar Industrial Park Final Master Plan with documentation of the planning effort.

Product:

Final Plan products, to include:

- Master Plan Summary Report Document Including:
 - Summary of Planning Process
 - Analysis
 - Drainage Memo
 - Programming Memo
 - Zoning Recommendations Memo
 - Utility Infrastructure Memo
 - Final Employment Market Memo
 - Alternatives
 - Final Master Plan graphic illustration of all park plan elements
 - Sketch up Model Perspective Renderings (4 views)
 - Phasing Plan
 - Final Cost Estimate
- 1 -36" x 48" color rendering of Final Master Plan.
- Sketch overlay multiple views, up to 4 per Concept will be placed on a 36" x 48" sheet
- 10- 11" x 17" color copies of Master Plan report and graphics.
- CD with a pdf file of the final color rendered Master Plan report and graphics.

Meetings:

- Review with Town staff
- Presentation to Eagar Town Council/Public

Both of these meetings would be accomplished in one day on a combined trip. Assume one night stay for planning team.

Planning Services: J2 Design + Gilmore Planning

Task:	Fee
Task 1.0 Site Inventory/Analysis/Programming/Evaluation Study	\$ 7,000.00
Task 2.0 Develop Plan Concept	\$ 12,000.00
Task 3.0 Preliminary Master Plan	\$ 11,500.00
Task 4.0 Final Master Plan	\$ 9,500.00
Sub Total Base Planning Services: \$ 40,000.00	

Sub-Consultants

Gilmore Planning	\$ 14,600.00
Sub Total Base Sub-Consultant Services: \$ 14,600.00	

Allowances

Additional meetings, services as requested by TOE	\$ 5,400.00
Sub Total Base Sub-Consultant Services: \$ 5,400.00	

Total Base Services: \$ 60,000.00
--

Scope of Services

Town of Eagar's (TOE), Eagar Industrial Park Master Plan

General Understanding

The Town of Eagar Community Development Department shall designate a person for the project to act as the Client's representative with respect to the services to be performed or furnished by the Design Team under this agreement. Such person, department, or committee shall have complete authority to transmit instructions, receive information, interpret, and define the Client's policies and decisions with respect to the Design Team's services for the Project and to coordinate citizen meetings. The Town shall also provide key team personnel to be available in coordination meetings including operations and plan review representatives.

The Town of Eagar Community Development Department shall make available to the Design Team all existing available data and records relevant to the site.

The Town of Eagar Community Development Department shall approve in a timely manner all criteria and information as to Client's requirements for the Project including planning objectives and constraints, performance requirements, any budgetary limitations, and the submittal by the Design Team at the various phases of the projects.

The Town of Eagar Community Development Department shall furnish to the Design Team, upon the request of Design Team for performing the services, any existing pertinent data prepared by or services of others, including electronic base maps, drawings of physical conditions in or relating to existing surface or subsurface utilities or structures within the planning area, hydrographic surveys, environmental or cultural assessments, impact statements, and other relevant environmental or cultural studies pertaining to the project.

The Town of Eagar Community Development Department shall give prompt notice to Design Team whenever Client observes or otherwise becomes aware of any development that affects the scope of services or the time schedule of the Design Team in the performance or furnishing of the required services for the project, or any defect or non-conformance in the Design Team's services or in the work of any sub-contractor or sub-consultant.

The Town of Eagar Community Development Department warrants and represents that members of the Design Team have the right to enter upon the real property involved herein, and extends this right to J2. The Design Team agrees to exercise due care in the performance of all services pursuant hereto.

The Design Team has provided no environmental or cultural investigations on this site/project, has no knowledge of any adverse environmental or cultural conditions on the site/project, and is not responsible for and has no liability for any such environmental or cultural condition should one be found. It is the responsibility of the Town to investigate and make these environmental or cultural determinations based on the best knowledge and information available at the time of this project. Clearance to begin work shall be given prior to directing or ordering the preparation of any engineering documents.

The Design Team provides construction documents in full or in part freehand drafting and electronic CAD format. Any electronic files provided are for information and convenience purposes only and the final approved/sealed hard copy plans shall prevail. All construction

Scope of Services

Town of Eagar's (TOE), Eagar Industrial Park Master Plan

documents will be developed to the Town of Eagar design and construction standards and specifications.

Design Assumptions and Exclusions:

1. Legal descriptions, Boundary Survey, ALTA and any effort to establish any easements will be provided to the Design Team by TOE.
2. The Design Team is not providing Legal descriptions and effort to establish any easements.
3. The Design Team has not included any formal re-platting or rezoning efforts only preliminary review and recommendations, in this scope of services.
4. The Design Team is not providing or producing any 404 Permits or 404 Applications nor are we providing any environmental or biological investigations or clearances.
5. The Design Team will not be providing any formal soils/geotechnical services only review of existing available data.
6. The Design Team will not be designing any utilities, only route and capacity study
7. The Design Team is not providing any permitting for this project.
8. This scope of services does not include the design of any traffic signal design, construction sequencing, or traffic control plans, only review and recommendations of traffic patterns and capacities.
9. Utility potholing and/or designating utilities has not been Included in this scope of services.
10. Electrical Engineering services are only power utility capacity review
11. No Structural Engineering.
12. No Construction Documents

We would expect to start our services promptly after receipt of your acceptance, along with the Town's approval, and complete our services in a timely manner. This exhibit represents the entire understanding of the Scope of Services as set out herein and may only be modified in writing signed by both parties.

Approval

Approved:

Date:

February 23, 2016

Mr. Dean Chambers
J2 Engineering & Environmental Design
4649 E. Cotton Gin Loop, Suite B2
Phoenix, Arizona 85040



Re: **Master Planning Services**
Eagar Industrial Park, Eagar, AZ

Dean:

This proposal is presented to confirm our understanding of the professional services Gilmore Planning & Landscape Architecture, Inc. (GPLA) will provide to assist J2 Engineering & Environmental Design (J2) with the preparation of a Development Master Plan for the approximate 460 acre Eagar Industrial Park. J2 will serve as the prime consultant for the engagement and GPLA will provide general overview market research and land planning for the industrial park. As we learned in subsequent discussions with Town Staff, the ultimate goal of his engagement is the ability to annex this Town owned property into the Town limits, which will require the cooperation of the State Trust and the Hopi Indian Community. The Town of Eagar will be using this master planning engagement as a negotiating item to attract their interest.

With these considerations forming the basis of our understanding, and in accordance with your request, GPLA proposes to provide the following land planning services:

1. PRELIMINARY LAND USE PLANNING

- 1.1 Site Investigation / Due Diligence: As discussed previously, J2 will lead the on-site analysis efforts and GPLA will initially focus on market research. Since there is no provision to retain a consultant to perform specific market research for employment uses in and around Eagar, Arizona, GPLA will contact local and regional economic development offices/agencies, and other private resources to help develop some assumptions for the industrial market. This research will be summarized and used as the basis to prepare an initial development program for potential industrial users.

As J2 completes site development analyses, GPLA will request copies of any mapping and assist where appropriate with the development of a base reference document. If a kickoff meeting in Eagar is proposed, GPLA would like to attend, tour the property, meet with Town Staff and possibly make contact with some of the local stakeholders.

- 1.2 Conceptual Site Plan(s): GPLA will work with J2 to prepare a series of potential land use plans that reflects that Town's interest and what the initial market research indicates as potential employment uses. These plans will incorporate the existing uses and their lease boundaries, as well as related access easements on State Trust Lands. Alternate plans may be prepared to illustrate how adjacent State Trust Land may benefit. GPLA will distribute PDF copies of these plans and schedule meetings with J2 as appropriate to develop these concepts. It is the nature of this type of land planning to anticipate a series of refinements until there is consensus for a preferred solution(s).

- 1.3 Preliminary Master Land Use Plans: Using the final version(s) of the conceptual site plan(s), GPLA will prepare several versions of a Preliminary Master Land Use Plan which can be color rendered by J2 to match the balance of the planning exhibits and scanned for your use and distribution to the project stakeholders. In addition to the site plan, GPLA will include summary information of land uses, and other site planning information as requested. These planning exhibits will be prepared to satisfy the application requirements for a Planned Area Development application as requested and coordinated with Town Staff.
- 1.4 Client Meeting/Public Outreach: Subject to your approval and coordination with Town Staff, these preliminary master land use plans can be distributed to Town Staff, designated stakeholders, and any local interest groups as directed. These land use plans represent only a portion of the 'initial package' which will build upon the site analysis research and utility investigations by J2. This initial package could also be scheduled for the initial day long public outreach proposed by Town Staff. Review comments from these public outreach presentations will be noted and shared for discussion, which may ultimately influence the final program for the Eagar Industrial Park.
- 1.5 Town Coordination: GPLA will respond as directed by J2 regarding process and procedures to gain the Town's support leading to the Town Council's Approval of the Master Plan for the Eagar Industrial Park. The steps leading to that approval the Preliminary Master Plan could include the following:
 - *Initial Public Outreach*: In accordance with the request from Tammy and Jeremiah, they would like to plan for one full day of meetings with local stakeholders, both public and private. This may overlap with their intent for annexation. Town Staff will lead the coordination with the State Trust Land Dept. and the Hopi Indian Community regarding their agreements for annexation and participation in a rezoning application.
 - *Meeting Notes & Staff Coordination*: GPLA will assist J2 with the preparation of summary notes and graphics that reflect the Community's input. Town Staff may elect to present these meeting results to the Planning & Zoning Commission and Town Council, or they may request that our team attend these hearings and present with Town Staff for the project. GPLA will attend as requested

2. FINAL MASTER PLAN

- 2.1 Master Plan and Report: The review comments from the public outreach meetings and staff comments will be incorporated into the final program to prepare the final master plan. GPLA will prepare the final master plan, related exhibits, and portions of the summary report addressing the land uses within the Master Land for the Eagar Industrial Park.
- 2.2 Design Guidelines: Per the Town's request, GPLA will prepare general design guidelines that can be incorporated into the PAD Application in support of the Master Plan. The Design Guidelines are intended to serve interested lot developers, users, tenants, and their design teams with general design criteria for the project that will promote the visual integrity of the proposed Eagar Industrial Park. The goal being to encourage a variety of architectural styles

while prescribing certain elements and materials that will provide architectural identity and harmony throughout the development.

- 2.3 Public Hearings: Following the submittal of the Final Master Plan and Report, Staff will typically notify J2 as the Applicant that either there are more revisions, or more likely that the planning documents have been accepted for public hearing before the Planning & Zoning Commission and Town Council. Again, GPLA will attend these at your request, and will make a brief presentation about the master plan and answer any questions.

3. ADDITIONAL SERVICES

- 3.1 Other Services: Any other services not listed above will be provided when specifically requested and authorized by you. Those will include: computer graphics and any other specific task that is not considered a part of this engagement. The scope and fee structure will be mutually agreed to prior to initiating the service.

4. CLIENT RESPONSIBILITIES

As the prime consultant in this design effort, GPLA will request J2 to provide the following:

- 4.1 Provide the services of other supporting consultants as may be required for the project.
- 4.2 Provide infrastructure development criteria for this project, and any other site programming input that may impact this scope of services.
- 4.3 Provide all base reference plans in AutoCAD.
- 4.4 Pay all agency filing fees.

5. COMPENSATION

GPLA proposes to provide you with the services described within this proposal on the basis of our hourly professional time, for a not-to-exceed figure as listed below. It has been our experience that predicting the level of effort required to complete this type of land use planning involving a municipality as the client and relying on the cooperation of State Trust Land Dept. is very difficult. For this reason, GPLA would prefer to provide an estimated fee for the various tasks listed, and make adjustments as situations arise that allows this planning engagement to stay within the Town's budget. Since J2 will prepare all of the presentation documents, our reimbursable expenses will be limited to pre-approved reproduction costs, travel expenses to Eagar, and delivery services. These expenses will be billed at 1.1 times their actual expense. Copies of expense receipts and invoices will be forwarded for your review.

- 5.1 Preliminary Master Planning Services: GPLA proposes to provide you with the services listed in items 1.1 - 1.5, on the basis of our hourly professional time, for an estimated not-to-exceed figure of Ten Thousand Dollars without prior authorization plus reimbursable expenses.

Fee Summary for GPLA:

- a. Research Employment Market – Eagar, AZ \$ 2,000.00
(estimated at 16hrs x \$125 = \$2,000)

Dean Chambers
Land Planning Services
Eagar Industrial Park
February 23, 2016
Page 4

GILMORE

b.	Concept Land Use Plans:	\$ 2,800.00
c.	Preliminary Master Plan and Report:	\$ 3,600.00
d.	Public Outreach, Staff Coordination: (includes one day trip to Eagar)	\$ 1,600.00
Subtotal		\$ 10,000.00

5.2 Final Master Plan: GPLA proposes to provide you with the services listed in items 2.1 - 2.3 above, on the basis of our hourly professional time for an estimated not-to-exceed figure of Four Thousand Six Hundred Dollars without prior authorization plus reimbursable expenses.

a.	Final Master Plan, Report w/ Design Guidelines:	\$ 3,600.00
b.	Public Hearings (includes one day trip to Eagar)	\$ 1,000.00
Subtotal		\$ 4,600.00

Total Estimated Fee for GPLA: \$ 14,600.00 plus exp.

5.3 Additional Services: GPLA will provide the additional services described in item 3 above, on the basis of hourly time plus expenses. The hourly rate schedule applied to those services will be as follows:

Principals	\$125.00 per hour
Project Landscape Architect / Planner	\$ 75.00 per hour
Landscape Designer Staff Planner	\$ 60.00 per hour
Other Professional Personnel	\$ 45.00 per hour
Clerical	\$ 30.00 per hour

4.4 Billing Cycle: Services will be billed on a four week cycle and payment is due within 30 days upon receipt of the invoice.

If this proposal for services satisfactorily covers the intent of the scope of services we had previously discussed, please execute this agreement by signing on the space below and returning one copy for our records.

Respectfully,

Accepted for: **J2 Engineering & Environmental Design**

Jack Gilmore, LA
Principal

By: _____

Title: _____

cc: File

Date: _____

TOWN of EAGAR
Community Development Department
Staff Report

October 15 2015

Manufactured Homes, Building Pad Requirements

§: 18.20.050.H, 18.24.050.H, 18.28.050.H, 18.32.050.H, 18.36.050.H & 18.40.050.H

The current zoning ordinance for mobile home installations requires that a 4 inch complete concrete pad with 6 inch turndowns or ribbon concrete be constructed prior to placement of a mobile home. This requirement is peculiar to the Town of Eagar and presents an added cost to potential homeowners. The Office of Manufactured Housing requires that all concrete pads have an engineered plan, again adding to the cost of the manufactured home installation. However, the Office of Manufactured Housing does not require that all manufactured homes be set on a concrete pad.

An additional requirement imposed by the building code requires 6 inch eaves on all mobile homes. Mobile homes come from the factory with 4 inch eaves. The Office of Manufactured Housing requires that any modifications to the manufactures installation necessitate an engineered design, because the 6 inch eaves would increase the dead load on the roof.

The cost to benefit ratio for this methodology is substantially below an acceptable threshold. I would ask that the commission consider that people who purchase mobile homes are on a strict budget and that with little perceived benefit the current ordinance presents an undue burden upon homeowners and residents of Eagar.

As a final amendment to the building code I recommend that the current plan review time for mobile homes be reduced to 7 days. This has multiple effects of meeting the states requirements and improving customer service.

Jeremiah Loyd
Community Development Director

ORDINANCE NO 2016-01

**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF EAGAR,
ARIZONA AMENDING THE EAGAR TOWN ZONING CODE TITLE 18
GENERAL PROVISIONS REFERRING TO MANUFACTURED HOUSING
PLACEMENT.**

WHEREAS, the Planning and Zoning Commission has considered an update of Title 18, General Provisions of the Town of Eagar Zoning Code; and

WHEREAS, The Town of Eagar Planning and Zoning Commission held a public meeting on January 26, 2016, and voted 5/0 in favor of recommending to the Eagar Town Council that Title 18 General Provisions of the Town of Eagar Zoning Code be amended as shown in Exhibit "A"; and

WHEREAS, the Town Council of the Town of Eagar, Arizona has determined that it is in the best interest of the health, safety and welfare of the Town of Eagar and its residents, that Title 18 General Provisions of the Town of Eagar Zoning Code be amended as shown in Exhibit "A"; and

NOW THEREFORE, BE IT ORDAINED by the Mayor and Town Council of the Town of Eagar, Apache County, Arizona, that Title 18 General Provisions, Town of Eagar Zoning Code is hereby amended as shown in attached Exhibit "A".

PASSED AND ADOPTED by the Mayor and Town Council of Eagar, Arizona this 1st day of March 2016.

ATTEST:

APPROVED:

Eva M. Wilson, Town Clerk

Bryce Hamblin, Mayor

Approved as to Form:

Douglas E. Brown, Town Attorney

EXHIBIT "A"

Chapter 18.20

AG Agricultural Zone

18.20.050 General provisions.

H. Manufactured Home Placement.

3. Manufactured homes meeting the above guideline shall be permitted in this zoning district provided that it conforms to the following additional requirements:

a. Be ADEQUATELY ANCHORED AND attached to a foundation providing for vertical loads, uplift and lateral forces. ~~The foundation shall be a complete slab or ribbon concrete. The slab or ribbon shall be a minimum of four inches thick with turn downs on the edges.~~ There shall also be a concrete masonry unit (CMU) skirting or other approved skirting material; the design review board shall approve such other material. In all installations ~~the finished floor~~ THE BOTTOM OF THE LOWEST I-BEAM will be a minimum of six inches above the finished grade at any point and be in compliance with Eagar's floodplain damage prevention ordinance. ~~The finished floor is defined as the bottom of the lowest I beam.~~

g. Manufactured homes with a 3-12 pitch or greater in the roof, will have eaves of ~~six inches~~ A MINIMUM OF FOUR INCHES ~~or greater.~~ Manufactured homes with Spanish-style architecture (a home built with a parapet wall at the termination of the roof) will be exempt from the eave requirements;

Chapter 18.24

AR-43 Agricultural-Residential Zone

18.24.050 General provisions.

H. Manufactured Home Placement.

3. Manufactured homes meeting the above guideline shall be permitted in this zoning district; provided that it conforms to the following additional requirements:

a. Be ADEQUATELY ANCHORED AND attached to a foundation providing for vertical loads, uplift and lateral forces. ~~The foundation shall be a complete slab or ribbon concrete. The slab or ribbon shall be a minimum of four inches thick with turn downs on the edges.~~ There shall also be a concrete masonry unit (CMU) skirting or other approved skirting material, the design review board shall approve such other material. In all installations ~~the finished floor~~ THE BOTTOM OF THE LOWEST I-BEAM will be a minimum of six inches above the finished grade at any point and be in compliance with Eagar's floodplain damage prevention ordinance. ~~The finished floor is defined as the bottom of the lowest I-beam,~~

g. Manufactured homes with 3-12 pitch or greater IN THE ROOF, will have eaves of ~~six inches~~ A MINIMUM OF FOUR INCHES ~~or greater~~. Manufactured homes with Spanish-style architecture (a home built with a parapet wall at the termination of the roof) will be exempt from the eave requirements;

Chapter 18.28

AR-20 Agricultural-Residential Zone

18.28.050 General provisions.

H. Manufactured Home Placement.

3. Manufactured homes meeting the above guideline shall be permitted in this zoning district provided that it conforms the following additional requirements:

a. Be ADEQUATELY ANCHORED AND attached to a foundation providing for vertical loads, uplift and lateral forces. ~~The foundation shall be a complete slab or ribbon concrete. The slab or ribbon shall be a minimum of four inches thick with turn downs on the edges.~~ There shall also be a concrete masonry unit (CMU) skirting or other approved skirting material, the design review board shall approve such other material. In all installations ~~the finished floor~~ THE BOTTOM OF THE LOWEST I-BEAM will be a minimum of six inches above the finished grade at any point and be in compliance with Eagar's floodplain damage prevention ordinance. ~~The finished floor is defined as the bottom of the lowest I-beam,~~

g. Manufactured homes with 3-12 pitch or greater IN THE ROOF, will have eaves of ~~six inches~~ A MINIMUM OF FOUR INCHES ~~or greater~~. Manufactured homes with Spanish-style architecture (a home built with

a parapet wall at the termination of the roof) will be exempt from the eave requirements;

Chapter 18.32

R1-10 Single-Family Residential Zone

18.32.050 General Provisions.

H. Manufactured Home Placement.

3. Manufactured homes meeting the above guideline shall be permitted in this zoning district provided that it conforms to the following additional requirements:

a. Be ADEQUATELY ANCHORED AND attached to a foundation providing for vertical loads, uplift and lateral forces. ~~The foundation shall be a complete slab or ribbon concrete. The slab or ribbon shall be a minimum of four inches thick with turn downs on the edges.~~ There shall also be a concrete masonry unit (CMU) skirting or other approved skirting material; the design review board shall approve such other material. In all installations ~~the finished floor~~ THE BOTTOM OF THE LOWEST I-BEAM will be a minimum of six inches above the finished grade at any point and be in compliance with Eagar's floodplain damage prevention ordinance. ~~The finished floor is defined as the bottom of the lowest I beam.~~

g. Manufactured homes with 3-12 pitch OR GREATER IN THE ROOF, will have eaves of ~~six inches~~ A MINIMUM OF FOUR INCHES ~~or greater~~. Manufactured homes with Spanish-style architecture (a home built with a parapet wall at the termination of the roof) will be exempt from the eave requirements;

Chapter 18.36

R2-7 Single-Family and Multiple- Family Residential Zone

18.36.050 General provisions.

H. Manufactured Home Placement.

3. Manufactured homes meeting the above guideline shall be permitted in this zoning district provided that it conforms to the following additional requirements:

a. Be ADEQUATELY ANCHORED AND attached to a foundation providing for vertical loads, uplift and lateral forces. ~~The foundation shall be a complete slab or ribbon concrete. The slab or ribbon shall be a minimum of four inches thick with turn downs on the edges.~~ There shall also be a concrete masonry unit (CMU) skirting or other approved skirting material; the design review board shall approve such other material. In all installations ~~the finished floor~~ THE BOTTOM OF THE LOWEST I-BEAM will be a minimum of six inches above the finished grade at any point and be in compliance with Eagar's floodplain damage prevention ordinance. ~~The finished floor is defined as the bottom of the lowest I-beam;~~

g. Manufactured homes with 3-12 pitch or greater IN THE ROOF, will have eaves of ~~six inches~~ A MINIMUM OF FOUR INCHES ~~or greater~~. Manufactured homes with Spanish-style architecture (a home built with a parapet wall at the termination of the roof) will be exempt from the eave requirements;

Chapter 18.40

RMH-7 Single-Family and Multi-Family Residential Zone

18.40.050 General provisions.

H. Manufactured Home Placement.

3. Manufactured homes meeting the above guideline shall be permitted in this zoning provided that it conforms to the following additional requirements:

a. Be ADEQUATELY ANCHORED AND attached to a foundation providing for vertical loads, uplift and lateral forces. ~~The foundation shall be a complete slab or ribbon concrete. The slab or ribbon shall be a minimum of four inches thick with turn downs on the edges.~~ There shall also be a concrete masonry unit (CMU) skirting or other approved skirting material, the design review board shall approve such other material. In all installations ~~the finished floor~~ THE BOTTOM OF THE LOWEST I-BEAM will be a minimum of six inches above the finished grade at any point and be in compliance with Eagar's floodplain damage prevention ordinance. ~~The finished floor is defined as the bottom of the lowest I-beam;~~

g. Manufactured homes with 3-12 pitch or greater IN THE ROOF, will have eaves of ~~six inches~~ A MINIMUM OF FOUR INCHES ~~or greater~~. Manufactured homes with Spanish-style architecture (a home built with a parapet wall at the termination of the roof) will be exempt from the eave requirements;

TOWN OF EAGAR
M E M O R A N D U M

TO: Eagar Town Council

FROM: Becky Crosby, Cemetery Committee Chair
Eva Wilson, Town Clerk

THROUGH: Tami Ryall

DATE: February 22, 2016

SUBJECT: Amendment to the Town Code Title 13.60.090 Cemetery Memorials and Headstones, Ordinance 2016-02

Under current Town Code, headstones placed in the cemetery are limited to 16 inches in height, 36 inches in length, and 16 inches in width. This requirement has been in place since March 2011.

From time to time, requests are received to place larger headstones that exceed this limitation. On February 22, 2016 the Cemetery Committee met to discuss removing this restriction. A member of the committee is a professional in the mortuary industry and brought forward concerns both from residents and his own experience with the restriction. He provided the committee with information, but abstained from voting.

After much discussion and consideration, the Cemetery Committee is recommending the following amendments to the Eagar Town Code:

- Remove in its entirety Section 13.60.090(D) which mandates headstone size restrictions in the Spruce section of cemetery;
- With the removal of headstone size restrictions, add clarifying language in Section 13.60.090(A) that the Town is not responsible for any damage caused to the headstone, base or foundation during routine administration and maintenance of the cemetery when the need arises to move headstones, bases, foundations when digging new graves or by heavy equipment accidently damaging headstones that are in the path of the work needed to be performed.
- Without size restrictions, clarification is included that the headstone must fit within the purchased plot.

ORDINANCE NO. 2016-02

AN ORDINANCE OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF EAGAR, ARIZONA AMENDING THE TOWN CODE OF EAGAR, ARIZONA BY AMENDING TITLE 13, CHAPTER 13.60 CEMETERY, SECTION 13.60.090 MEMORIALS AND HEADSTONES; DECORATION OF PLOTS.

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF EAGAR, AS FOLLOWS:

WHEREAS, the Town of Eagar desires to revise and update its cemetery ordinance; and

WHEREAS, the changes have been discussed by the Eagar Cemetery Committee Board and presented to the Town Council of the Town of Eagar.

NOW THEREFORE, be it resolved to adopt the changes attached in Exhibit "A".

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Town Council of the Town of Eagar, Apache County, Arizona that the changes attached in Exhibit "A" to the cemetery ordinance is adopted.

PASSED AND ADOPTED by the Mayor and Town Council of Eagar, Arizona this _____ day of _____ 2016.

Bryce Hamblin, Mayor

ATTEST:

Eva M. Wilson, Town Clerk

APPROVED AS TO FORM:

Douglas E. Brown, Town Attorney

EXHIBIT "A"

Sections:

13.60.090 Memorials and headstones; decoration of plots.

13.60.090 Memorials and headstones; decoration of plots.

A. If a family chooses to buy a headstone, they will do this at their own cost. All headstones or markers in the cemetery shall have a concrete or granite foundation set at ground level with a minimum four-inch border, which shall be set by an approved monument vendor or a family representative who will be under the direct supervision of town personnel. Family members or monument vendor must contact the Town of Eagar prior to setting a headstone so it can be placed in the correct location. ~~If a headstone has to be moved, the town of Eagar will not be held liable for any damage to headstone.~~ IN PERFORMING THE REGULAR DUTIES OF ADMINISTERING AND MAINTAINING THE CEMETERY, THE TOWN OF EAGAR WILL NOT BE HELD LIABLE FOR ANY DAMAGE TO HEADSTONES, BASES, OR FOUNDATIONS.

B. Only one headstone will be allowed for each plot, and this shall be placed at the head of the plot. In the event a family monument headstone is placed at the head of a group of plots, an individual marker may be placed at the foot of each plot for individuals buried there. Government markers such as military markers may also be placed at the foot of the plot in addition to the headstone. Footstones can be placed at the foot of a plot that will have the maximum size of twenty-four inches in width and sixteen inches in depth and flat and level to the ground.

C. ~~Aspen, Oak, Cedar and Juniper sections (old section of cemetery)~~—No size restrictions WILL BE PLACED on headstones; ALL HEADSTONES, BASES, FOUNDATIONS but shall FIT AND be placed within the purchased plot boundaries. ~~In the Spruce, Maple, and all future sections of the cemetery, headstones are limited to sixteen inches in height above ground level and sixteen inches in width and must be placed within the purchased plot boundaries.~~

D. ~~Headstones for single and double depth plots in the Spruce section of the town of Eagar Cemetery are limited to sixteen inches in height above ground, thirty six inches in length, and sixteen inches in width and must be placed within the purchased plot boundaries, and headstones for double (side by side) plots in the Spruce section of the town of Eagar Cemetery are limited to sixteen inches in height above the ground, forty eight inches in length, and sixteen inches in width and must be placed within the purchased plot boundaries.~~

~~E.~~ D. The town shall not be responsible for the preservation and care of any headstones, markers or memorials installed in the cemetery.

~~F.~~ E. Since the town does not have a full-time cemetery groundskeeper; daily maintenance of sites is not performed. In order to establish grass on plots and to allow access for the sprinkler system and mowing machines, no rock, gravel, wood, or similar type of ground covering will be

allowed. No fences, curbing, borders or barriers are allowed around plots or individual plots, except for those already in existence (grandfathered in as of the date of the approval of this chapter).

~~G.~~ F. If existing fences are not in good and attractive condition, written notice will be given to the plot owner (or their heir) to bring their fence into compliance within thirty days. If after the thirty-day period said fence is not in compliance, the public works department shall remove the fence at the owner's or heir's expense. If the existing fence is removed, a new fence will not be allowed, to comply with current Section 13.60.090FE.

~~H.~~ G. The placing of decorations, cut flowers or plastic flowers, or other small tokens of remembrance at individual plots shall be permitted; however, the town shall not be responsible for the care of such decorations, flowers, tokens of remembrance or the containers that they are placed in. The town may remove, without notice, all decorations, flowers, real or artificial, tokens of remembrance, tattered flags, or other things that are deteriorated or broken and articles that blow from plots on an as-needed basis.

~~I.~~ H. The town shall not be held liable for lost, misplaced or broken flower vases or other decorations, or for damage by the elements, thieves, vandals, or by causes beyond its control. The town reserves the right to regulate the method of decorating burial plots and the right to remove any decoration so that a uniform beauty may be maintained.

~~J.~~ I. The placement of permanent decorations or small tokens of remembrance shall only be permitted with the express, written permission of the town.

~~K.~~ J. No person shall plant any tree, shrub or other plant at individual plots except those permitted and approved in writing by the town.

~~L.~~ K. The town will determine the allocation of water at the cemetery to handle drought conditions that can occur in the area. Those who personally maintain plots of loved ones may be asked to not use extra water in addition to the automatic sprinkler system.